



Association of Consultants for Liturgical Space
Annual Membership Meeting
Meeting Report
October 28, 2024 via Zoom

Twenty-two people were in attendance, including the Officers and Board George Hoelzeman, President; Gale Francione, Secretary; Martin DeSapio, Acting Treasurer; Board Members Peggy Adams Parker, Jay Carpenter, Scott Parsons, and Sarah Hempel Irani. Members present included Elizabeth Devereaux, Marilyn Morgan, Pam Hardiman, Brian Foust, William Brocious, Paul Barribeau, Paul May, Gilbert Sunghera, Julie Moran, Carol Frenning, Todd Dvorak, John Buscemi, Mattie Karr, Jeff Tortorelli, and Ken Griesemer.

I. Introductions

George opened the meeting with prayer and an opportunity for all to introduce themselves to the group.

II. Reports - President

A. President's Report - George noted some important advances made by ACLS in the recent months:

- 1) Stronger ties to the Southwest Liturgical Conference (SWLC) and the Institute for Liturgical Studies at Valparaiso University in Indiana.
- 2) The organization is in good financial condition. (See Treasurer's report below)
- 3) The webinars go "from success to success" with excellent presenters and an ongoing committee of dedicated volunteers.
- 4) The ACLS Retreat is coming up (more below) as details are worked out.

- 5) The Mentoring program is progressing nicely, and the group is learning a lot about mentorship.

George reported that ACLS can and wants to do more. The biggest challenge is too much being done by too few. ACLS wants to have a greater presence at regional and national conferences, more connections with new and emerging artists. To accomplish this, more people need to become involved. Members have tremendous gifts to be shared with the rest of the Church, and to do this more membership engagement is needed. To assist this engagement, several proposals will be offered.

George also noted special thanks to Will Brocius for getting the website in good working condition.

Proposal #1 – A Governance Committee of two or three to assess the Bylaws, Constitution, Policies and Procedures, and Archives.

Discussion followed regarding a the need for a committee or simply to complete the task of making all those documents internally consistent, which could be done by the Board.

THOSE INTERESTED in assisting in this way can contact George Hoelzeman at george@grhstudios.com

B. Treasurer's Report – Martin read the Treasurer's Report, below this Report. His term was completed in March, 2024, and he has been serving as Acting Treasurer ever since. The Report details the need for a new treasurer and the financial condition of ACLS.

Proposal #2 A Budget Committee to assist developing the budget.

Discussion followed noting a need for an annual audit, as per the by-laws. A Budget Committee could address this item as well.

TO ASSIST THE TREASURER in working with the Budget Committee can contact Martin De Sapio at treasureracsl@gmail.com. *[Ed. Note: We really need some folks with business acumen to step up!]*

C. Membership Report - Jay reported the current membership as 79 total members, with 43 active, and others who are lapsed. We encourage them to renew.

Proposal #3 A Membership Committee to assist with recruiting and retaining members.

Proposal #4 Streamline the titles of various Membership Levels to avoid confusion by prospective (and current) members and to simplify renewal. (For example, Artisans and Creators, Business Affiliates, Student, rather than Associate, Allied, and Affiliate)

Proposal #5 To increase membership - one year free membership for any member who brings in a new member.

Discussion included strategies for outreach to others who could be “student” members (architecture schools, schools of theology, etc.). Ultimately, Proposals #4 and #5 could be handled by a future committee.

TO ASSIST WITH MEMBERSHIP, both recruiting and retention, contact Jay Carpenter at jhcarpenterstudios@gmail.com

D. Communications Report – Sarah gave an overview of some recent communications efforts:

- 1) A recent email to members, asking about current projects to promote on the website.
- 2) Print materials available for conferences ACLS attends.
- 3) “Insites” newsletter sent quarterly to members, edited by Shelley Kolman-Smith.
- 4) Ongoing updating of the ACLS Website, Facebook and other social media. Please “like” “share” and “comment” on the ACLS Facebook page.
- 5) A Google workspace is also being developed.

Proposal #6 A Communications Committee to assist with the Newsletter, Website, and other methods of communication among members.

Discussion - Sarah is looking for someone who understands WordPress to assist in the Facebook page to promote members as well as membership. Several ideas surfaced:

- 1) Setting up a Master Calendar of all conferences of interest, ACLS events, etc. to be displayed on the website, FB, etc.
- 2) Developing educational/theological materials.
- 3) Creating digital handouts.
- 4) Reviving “Doing Good Work” (from the old E&A Letter), highlighting an artist or artisan of note.
- 5) Inviting other members to represent ACLS at workshops and conferences.

John Buscemi, “elder statesman” of ACLS, reminded the group that we have deep roots at Catholic Theological Union (CTU) in Chicago, where many members received their

training. CTU has the archives of Form/Reform (a conference on church art and environment). ACLS needs to reach out to CTU and Gil Ostdiek, (the director of the program at CTU) and reestablish ourselves with them.

TO ASSIST WITH THESE MANY ACTIVITIES, contact Sarah at Sarah@liturgical-consultants.org

III. ACLS Activities - President

A. Webinars – Marilyn reported on the Webinar Committee. She attributed its success to each person on the committee only takes one task. They meet once a month for one hour. Currently webinar speakers are lined up for most of 2025, on a variety of topics, including retrospectives. There are 12-15 people, sometimes up to 20 at each webinar. They are all eventually posted under “Association of Consultants for Liturgical Space” YouTube channel. The committee is looking for feedback:

- 1) Do people like the dates and times of the webinars? Is there a better date/time?
- 2) Do members like the annual Showcases, which offer a theme for members to present short projects?
- 3) Do you view the webinars online?
- 4) What other topics would be of interest?

It would be useful if members could receive a notification that a webinar is “now available” on You Tube.

B. Retreat – Peggy reported on the current retreat scheduled for June 13-15, 2025 in Washington, DC. The topic, “Lessons from Museum Architecture” will offer participants an opportunity for a curated tour of two museums and reflect on the architecture. Costs are not finalized but are comparable to the 2023 Retreat in Oregon. Watch your email for the details soon.

C. Southwest Liturgical Conference – Ken reported on the SWLC Study Week, will be held on February 5-8, 2025 in Victoria TX. It will be an in-person event. Some of the addresses and workshops will be recorded as well, but the emphasis is live. The registration page on the SWLC website is not yet live (www.swlc.org.) The theme asks “How does the liturgy reflect our openness to the world, as reflected by Vatican

II?” There will be four workshops as part of the annual “Art and Architecture Track” that ACLS conducts. ACLS will have a booth at SWLC.

D. Mentorship – Carol reviewed the program begun at St. John’s School of Theology in Collegeville, Minnesota. It was originally modeled on the institute at CTU. A new delivery format for certification is being discussed now and will be finalized in the Spring for Fall . 2025.

E. Closing – George concluded with The Lord’s Prayer.



IMPORTANT NOTE: One person in attendance was “drawn from a hat” to be the recipient of a one-year free membership to ACLS . **AND THE WINNER IS.....Brian Foust!** Congratulations, Brian! You have a free membership for 2025.

Respectfully submitted,
Gale Francione, Secretary



The Association of Consultants for Liturgical Space, Inc.

Treasurer’s Report to the Membership

October 2024

The bylaws of the Association of Consultants for Liturgical Space, Inc. adopted in October 2020 set the term of the office of treasurer for one year renewable twice for a maximum term of three years. My three years ended in March 2024 hence I write this report to the membership as “acting treasurer” until a new treasurer is appointed.

The financial condition of ACLS remains strong. In March of 2021 when I took over as treasurer, the bank balance was \$16,806. The current bank balance is \$19,558. The growth in the bank balance has been accomplished by eliminating unnecessary expenses and investing unneeded funds in certificates of deposit hence earning interest.

Besides interest the only source of income is membership dues and the rare website sponsor advertising. The following information illustrates actual membership dues received:

2021 January through December	\$8,924
2022 January through December	\$5,675
2023 January through December	\$6,072
2024 January through September	\$3631* (year to date)

The following information illustrates actual normal expenses incurred. Extraordinary expenses for the retreat have been excluded:

2021 January through December	\$5,634
2022 January through December	\$3,614
2023 January through December	\$4,077
2024 January through September	\$3,383* (year to date)

The main focus of the board from an income perspective should be the retention of existing members and the search for new members. Additional income could be generated by a more aggressive search for website sponsor advertising. An important item of this yearly business meeting is a new member initiative.

I have recommended to the board the establishment of a financial committee to assist the treasurer in reviewing and making financial recommendations. A committee of at least three ACLS members would be ideal. The time requirement would be minimal, ten to fifteen minutes a month to review the monthly treasurer's report and 30 to 60 minutes to assist in preparation of the ACLS budget, once per year. Having more than one person familiar with the finances of ACLS will assist in a smooth transition should the treasurer not be able to perform his or her office due to sickness or death.

I have offered to serve as "acting treasurer" until a new treasurer is appointed and will assist in the establishment of a financial committee and provide the necessary support to the new treasurer.

Now is a good time to step up and volunteer to serve as treasurer or on one of the ACLS committees.

Respectfully submitted,
Martin A. De Sapio, ACLS Acting Treasurer

