

**Center for Spiritual Living, Santa Rosa  
(A Science of Mind Community)**

**Minutes of the Annual Membership Meeting Sunday, March 20, 2022**

**BOARD MEMBERS PRESENT:**

1. Rev. Edward Viljoen, Senior Minister and Chief Administrative Officer
2. Nancy Reynolds, President
3. Julie Burns, Vice President
4. Bob Hart, Treasurer
5. Kate Luna
6. Mary Ann Granieri
7. Dinna Withrich
8. Anne Marie Cheney
9. Randy Coleman
10. Jan Peterson

**BOARD MEMBERS ABSENT:** None

**BOARD CANDIDATES PRESENT:**

1. Cindy Collins
2. Jan Davis
3. Julie Myers

**PARLIAMENTARIAN:** Paul Corbett, Practitioner Emeritus

**BOARD RECORDING SECRETARY:** Linda Hann, Chief Operating Officer

**BOARD PRACTITIONERS PRESENT:** Adrienne Bowes, RScP, and Andra Sandberg, RScP

**OPENING OF THE ANNUAL MEETING AND CALL TO ORDER: 1:00pm**

President Nancy called the meeting to order.

President Nancy called the meeting to order and indicated that this is a public meeting, that it is being recorded to be posted on our website to satisfy the public meeting requirement, and that continued participation in the meeting indicates consent to be recorded and for the recording to be posted.

President Nancy welcomed everyone to the 2022 Annual Meeting of the members of the Center for Spiritual Living, Santa Rosa. She introduced Jeff Basham, our Zoom Host and former trustee, who will be assisting her in conducting the business of the meeting and determined that a quorum was present.

President Nancy then asked all current trustees to join the meeting by turning on their cameras at this time.

President Nancy then provided an overview of the meeting, to include the following:

- Approval of the minutes from the 2021 Annual Membership Meeting;
- Presentation of the financial condition of the Center;

- Vote on Proposed Amendments to the Bylaws;
- Election of this year's Trustees; and
- Induction of this year's Board of Trustees

**INVOCATION:**

Andra Sandberg, RScP, began the meeting by giving the invocation:

*Invoking the one inspiration that fills this present moment and every second of eternity.  
It is the Intelligence of Creation living within everything and it is present right now.  
This cohesive energy is connecting us as One, even virtually.*

*Blessing this meeting, I claim an easy flowing presentation.  
All business during this meeting is guided from within as this Intelligence flows through each speaker.*

*The wellbeing and vibrant health of our Center is highlighted during this informative presentation.  
All in attendance are uplifted by the radiant health of our Center and its congregants, and seeing the good that our Center is doing in the world.*

*Gratefully for the members present and thankful for all who put this annual meeting together.  
I rest in the certainty that all is truly well and so it is.  
Amen.*

**SACRED COVENANT:**

Following the Board's traditional opening for its meetings, President Nancy read the Board Covenant:

*Our identity as the Board of Trustees is to be completely humble, gentle, and patient with one another in love. We make every effort to keep the unity of Spirit through the bond of peace. We each perceive that we are one with all people and all are one with us. There is no separation.*

*Our Vision is Unity*

*Our Purpose is Expressing Love through Service*

*Our Intentions are:*

1. *To embrace spiritual principle and practice as the foundation of our activities*
2. *To maintain a big picture awareness*
3. *To articulate our vision, values, and philosophy*
4. *To maintain a high level of service and stewardship*
5. *To be ambassadors of the Center*
6. *To communicate openly and regularly*

*First Adopted October 2001  
Revised November 2008*

President Nancy thanked the members for their attendance and provided information on how we will conduct business virtually.

Following the meeting practices for 2021, President Nancy indicated the following:

1. First, when she asks for a motion, if a member would like to make the motion or second any of the motions, they are to utilize the “raise hand” button on their device. The first two people to raise their hands will be announced as the persons who moved and seconded the motion.
2. Second, once a motion is made and seconded, an opportunity for discussion will take place. Those wishing to be acknowledged when discussion is called should also use the “raise hand” button on their device, and they will be acknowledged in the order they raised their hands. Jeff will give permission to talk, and members will need to unmute before beginning their comments.
3. Third, after discussion is complete, members will be asked to vote by an electronic poll which will appear on their screen. The results will be announced and displayed on member screens for viewing once the vote has concluded.

**President Nancy asked for a motion to approve the minutes from the 2021 annual membership meeting.**

Motion: Janet Tobin

Seconded: Anne Snyder

Vote: 99%

Abstained: 1%

Motion passed

**Finances:**

President Nancy asked that we move forward with this year’s business and turn our attention to the matters of finance, introducing Mark McDonell. Mark is an independent CPA who has been associated with the Center for Spiritual Living, Santa Rosa, for many years. Mark has reviewed the 2021 year-end financials and is here today to provide his assessment.

Mr. McDonell explained the review process, indicating that the independent review he performs is objective. He assesses whether the Center’s finances are properly reported in accordance with generally accepted accounting principles. Mark performed a rigorous financial review and did not detect any exceptions and indicated that his independent review of the 2021 Financial Statements are available for viewing on the Center’s website.

The story told of the 2021 Financial Statements might be summed up by the lyrics from a Beatles song, “I - or in this case - we get by with a little help from our friends”. They show that throughout the pandemic the congregation's support of the Center remains steadfast. And they show that the congregants’ gifts are being fully utilized in conducting the Center’s celebration services, member services, education, and youth & family programs. So additional resources are needed for contingencies like intermittent major repairs to the Center’s physical facilities or an unexpected global pandemic. And thanks to a “little help from the Center’s friends”, these additional resources were provided.

Mark indicated that if you look at the Center’s “Statements of Activities” there is a section that reports non-operating incomes. These incomes include a 2021 major bequest gift from the estate of Luanne Wolff, significant interest income from the Center’s Legacy Investment fund created from a previous major bequest from Cynthia Waggoner, and the Federal CARES Act benefits that helped sustain the Center throughout the pandemic. These non-operational incomes have provided the additional critical resources the Center has needed to respond to intermittent or unexpected financial events that it has

recently confronted, and they prove that a half a century after the Beatles sang it, we “still get by with a little help from our friends.

This concluded Mark McDonell’s presentation.

At this time, Treasurer Bob thanked Mark for his 11 years of service to our Center, indicating that he is an invaluable resource to our community.

Treasurer Bob indicated that he has served as the Center’s treasurer for the past three years and, as such, it is responsibility to provide the annual financial statements, including a balance sheet, and statement of income and expenses. Treasurer Bob noted that these statements have been posted at [cslsr.org](http://cslsr.org) for member viewing. Along with the financials, pie charts have been posted that are traditionally presented at this meeting. Should members have questions regarding any of this material, he suggested they reach out to COO Linda Hann or himself.

Realizing that financial discussion can often be daunting, Treasurer Bob provided the members with a simplified way of looking at the Center financials by focusing on the following three areas:

- Income;
- Expenses; and
- Savings

#### Income:

Income from contributions in 2021 is a bright spot because the level of contributions remained relatively strong and very consistent, noting that we received \$8,000 more in contributions in 2021 than we did in 2020. Treasurer Bob indicated that the importance of this cannot be overstated.

Income from the bookstore, education, and fundraisers was down \$54,000 compared to 2020 and was the result of being shut down for most of the year.

#### Expenses:

Treasurer Bob indicated that for the year, our expenses exceeded our income even though we continued to manage with considerably reduced expenses, a reduction of expenses of approximately \$100,000 compared to 2020. And while staff continued to put cost savings measures in place, Treasurer Bob noted that many expenses don’t disappear when operations are reduced.

Total expenses exceeded the total of our income by just over \$60,000.

#### Savings:

Treasurer Bob reported that our prudent reserve, funds that we keep liquid in case we have unexpected expenses or a shortfall in income were used, as expected; however, the cash reserve actually increased in 2021 due to Luanne Wolff and Ken McCauley. Luanne was a long-time cherished member who truly loved our community. She made her transition in November 2020 and in 2021 we learned that she had bequeathed \$209,000 to the Center. Also in 2021, another member and former steward, Ken McCauley learned of a little-known program called the “Employee Retention Credit”. Treasurer Bob indicated that Ken initiated an application for that credit that resulted in the Center receiving \$80,000 in 2021. Treasurer Bob remarked that we all owe a debt of gratitude to Luanne for her generosity and to Ken for his service. Net result was an increase of cash reserves by year’s end of \$220,000.

Treasurer Bob indicated that another bright spot for the Center was the long term investment in the Legacy Fund, which grew by \$105,000. Bob noted that these funds are invested in EAG investments that are considered environmentally, socially, and governmentally responsible.

Overall, Treasurer Bob summarized that given the circumstances we have faced from the fires, flood of 2019, and now the global pandemic, we have done really well. Our income, while below the pre-pandemic levels, stays consistent and relatively strong. Our prudent reserves increased and long-term savings are up. Treasurer Bob noted that we are experiencing a continuous re-opening of the Center with a growth in our in-person attendance as well as an increase in online viewership. Contributions have begun to increase, the bookstore and education department is beginning to generate income, online presence is expanding, and we are returning to utilizing volunteer skills in the day to day operations of the facility.

Treasurer Bob indicated that the one significant issue we have is the difference between our income and expenses, noting that we are fortunate that we have significant reserves to carry us through the coming year as we all work to resolve this issue.

And, lastly, Treasurer Bob expressed his appreciation to the loving and dedicated people that he has worked with in the past three years, indicating that it has been a joy for him to serve our community and is confident that we have done amazingly well negotiating during these difficult times.

After the completion of his summary, Treasurer Bob took questions from the members.

President Nancy thanked everyone for their questions and comments.

**After questions were asked and answered by CPA Mark and Treasurer Bob, President Nancy asked for a motion and second to vote to accept the financial statements for the year ended December 31, 2021.**

Motion: Ron Abler

Seconded: Calvin Johnson

Vote: 99%

Abstained: 1%

Motion passed

**Vote on Proposed Amendments to the Bylaws:**

President Nancy provided a summary of the proposed amendments to the bylaws and indicated that the proposed changes have been available for viewing on our website for the past month.

**President Nancy asked for a motion and second to amend the Bylaws as proposed by the Board of Trustees of the Center for Spiritual Living, Santa Rosa.**

Motion: Kathryn Jurik

Seconded: Sue Simon

Vote: 96%

Abstained: 4%

Motion passed

President Nancy thanked the members and at this point introduced the current trustees.

Terms ending March 2022:

- Julie Burns
- Bob Hart, Treasurer
- Nancy Reynolds, President

Terms ending March 2023:

- Mary Ann Granieri
- Kate Luna
- Dinna Withrich

Terms ending March 2024:

- Randy Coleman
- Jan Peterson
- Anne Marie Cheney

**Election of new trustees:**

President Nancy indicated that the Board of Trustees would like to introduce the slate of candidates for consideration and asked Trustee Mary Ann to present the following candidates:

- Cindy Collins
- Jan Davis
- Julie Myers

As required by our bylaws, President Nancy asked if there are any other nominations from the floor.

**Hearing no nominations, President Nancy asked for a motion and a second to accept the slate of candidates as presented by the Board of Trustees.**

Motion: Whitefire Felkner

Seconded: Lynn Ruebush

Vote: 100% Julie Myers, 100% Jan Davis, 99% Cindy Collins

Motion passed

President Nancy congratulated Cindy, Jan, and Julie and welcomed them to the Board of Trustees.

**Farewell to Outgoing Trustees:**

Trustee Mary Ann thanked outgoing trustees Bob Hart, Julie Burns, and President Nancy Reynolds. She honored and acknowledged each of these trustees for their dedication, commitment and service to our board and the Center for Spiritual Living, Santa Rosa. The reflections that she read were written by their fellow board members with much love and gratitude.

**MESSAGE FROM SENIOR MINISTER:**

At this point in the meeting, it was President Nancy's pleasure to turn the meeting over to Dr. Edward Viljoen who shared the following message:

*Thank you, President Nancy. I am feeling all of my feelings. This is so difficult to say hello and goodbye. Up and down in one moment. In three years, you really do get close to people and I'm already feeling that. We have come through another year of challenges and it demonstrates once again that our spiritual community is an idea in the mind of the Creator that is not yet ready to quit. We have stayed together in new and creative ways and we've changed and grown and evolved and still what remains the same is our unflagging commitment to the renewing of our mind so we may not only personally live connected spiritual lives, but also create a legacy that will last for future generations who, like us, are seeking a new way to pray, a new way to understand their relationship to the Divine, a new way to create a life, a new way to be . . . that hasn't changed. Some things have changed. We've said farewell to some beloved members of our community. Some to relocation and some to the turning of the wheel of time. And it's been tender during the pandemic year where we couldn't gather for memorials. We will again this year honor their lives at the remembrance service that happens in the Fall.*

*We've also said hello to bunches of new people who during the pandemic were seeking a place of inspiration. They are from Sonoma County. Some of them are online. Some are showing up in person. Online they are showing up from the U.K. to Canada to the East Coast. It's incredible. And they are not here today because they are not members . . . yet! It is a sign though there is growth afoot.*

*The Health Mandates for Sonoma County have changed a lot. They have kept us on our toes and recently the opening up has created a new surge of optimism. And we're feeling that. We're receiving many requests for the use of our facility. Our friends at Shomrei Torah are again interested in using our facility for High Holy Days. Other nonprofits want to rent our facility. People want to put on events or teach classes. So, we feel that opening up and we are right now in the process of exploring how to have a Youth & Family presence again. It's time to start that again and we are talking about it. And we're talking about starting programs that we haven't seen in years. Like the one that was asked about earlier today, Nurturing Our Community. Oh my goodness, I'm looking forward to that. And our family picnic. We think we can have that are we're thinking we may move that up in 2023. Volunteer Recognition Event. Slowly, slowly we are reintegrating the activities we love that kept us together.*

*I want to acknowledge our staff for keeping this train on the tracks with dignity, patience, and loving kindness. I want to acknowledge the outgoing Board of Trustees because they have been part of the team that has kept this train on the tracks with dignity, patience, and loving kindness. I want to acknowledge and thank our volunteers and our practitioners who have been keeping this train on the tracks with dignity, patience, and loving kindness. And I want to thank the membership for keeping our train on the tracks with your dignity, patience, and loving kindness. See I know we are where we are today because of us. And typically at this time, I would share with you where I think we are going as a community and these days the landscape is changing so rapidly that I must say I don't know exactly where we are going, but I do know how we are going there. With dignity, patience, and loving kindness and together.*

*I'm extremely confident in our future because of people like you. And because of the Mind that creates all and how it expresses itself through you and through me and through our creativity and our imagination. And so I want to take advantage of what lives in you with a little spiritual practice. Now I have a google form that Rev. Russ created for me, and we'll also mail it to the members who were not able to join us today. He's going to put it in the Chat right now so that if you are the sort of person that wants to get started right now you can enter your responses from our spiritual practice. Then when we receive our responses from our members who were not here we'll have something to really dig into and*

*use to guide us. So I invite you to take a breath with me and exhale and just thinking of these past two years:*

- *“What from the past experiences of the Center have you missed”. Perhaps it’s an event or an experience. Or a person or a feeling and let that come into your awareness and if you’ve got your form open, you can enter it right now or later you can go through the process.*
- *And thinking with me about these past two years that have passed and all the changes, the innovations, and all the adapting, “What new experience of the Center have you come to appreciate”.*
- *And using your beautiful imagination, travel to the future with me . . . this time next year. We’re at the annual membership meeting 2023 and in your imagination, “what would you really like to hear us reporting about what we’ve done or accomplished or grown into”.*

*And as it is the case with these kinds of questions, it may prompt a response in you later. You may even want to add to your response so we’ve made it so the form can be edited again.*

*So I thank you for participating and I look forward to hearing what came through ou so that we can use that as part of our guidance when we move forward together.*

*And now it is time for the induction of our new Board of Trustees.*

#### **INDUCTION OF THE NEW TRUSTEES**

At this point in the meeting, it is our tradition to charge each new Board of Trustees to hold our Center in Sacred Trust. Dr. Edward indicated that we, the witnesses of this ceremony, have an opportunity to renew our commitment as members of the Center for Spiritual Living, Santa Rosa. So, to set the tone for our Trustees who will be committing to fulfill the duties of their position, Dr. Edward asked the members:

*Do you commit to continue to be loyal, active, and supporting of your spiritual community here at the Center for Spiritual Living, Santa Rosa to the best of your ability? If so, please say in your heart, “I do”.*

*Do you commit to continuing in your own regular spiritual practice to the best of your ability so as to contribute to a world that works for everybody? If so, please say in your heart, “I do”.*

And now to you, the new Board of Trustees, welcome to your induction ceremony. You will now hear from a friend or family member that will be asking you if you are willing to commit to the responsibilities of holding this Center in sacred trust.

To charge Anne Marie Cheney . . . Wayne Stanfield

To charge Cindy Collins . . . Roger Collins

To charge Dinna Withrich . . . Megan Rooney

To charge Jan Davis . . . Bob Hart

To charge Jan Peterson . . . Linn Harding

To charge Julie Myers . . . Rev. Siota Belle

To charge Kate Luna . . . Donna Hoover

To charge Mary Ann Granieri . . . David Corchoff

To charge Randy Coleman . . . Sue Coleman

To charge Edward Viljoen . . .Rev. Russ Legear



On behalf of the members and community, Rev. Russ Legear, Assistant Minister, charged the trustees to hold this Center in Trust by asking them, "Are you willing to accept this charge?"

At this time, President Nancy congratulated the new Board of Trustees and expressed her happiness at leaving the Center in their very capable hands. She also took a moment to acknowledge and thank a few people who have been working in the background preparing for this meeting and who were in service today to ensure that this virtual experience went smoothly.

- I'd like to thank Allan Yeager who has been working behind the scenes coordinating the registration and all the information that had to be presented before this meeting took place.
- I'd like to thank our practitioners Andra Sandberg and Adrienne Bowes who have been at every Board Meeting during the past year holding the spiritual space for the work the Board has done.
- Reverend Tara Steele who has been monitoring last minute registrations today and there have been quite a few. Thank you, Reverend Tara.
- Practitioner Teresa Jansen. Thank you for being our Zoom co-host and video coordinator. Thank you.
- Linda Hann, our Chief Operating Officer, who has been monitoring the meeting to ensure accuracy and taking the minutes. Linda, thank you.
- Paul Corbett, our Parliamentarian, which I learned last year is the person who knows all of the rules about how these meetings ought to be conducted. Thank you, Paul.
- And, lastly, thank you to our Technical Director, Jeff Basham. I think of him as our Stage Manager. He edited all of the videos that you have seen today and has been serving as our Zoom host. Jeff, thank you.

President Nancy asked Prayer Practitioner, Adrienne Bowes, to close the meeting by conducting the Benediction.

*As we come together, let us breathe in and exhale as we conclude this annual meeting with a sense of connection across all geographies.*

*Our minds have been informed; our hearts have been inspired.*

*And we are all grateful to the staff, the volunteers, our beloved ministers, and congregants who helped keep our Center so hearty during these past challenging years.*

*As we each move out into the world today, let us bring it a blessing, a renewed sense of love and peace.*

*And bring it to all that we encounter.*

*I release this Benediction, letting it be so and so it is.*

**After the Benediction, President Nancy reported that we have now concluded all business on our agenda and asked for a motion to adjourn our meeting:**

Motion: Anne Snyder

Seconded: Chandra Farnsworth

Vote: 100%

Motion passed

President Nancy thanked everyone for attending today and announced that our meeting is now adjourned.

**MEETING ADJOURNED: 2:21pm**