

Board of Trustees

2023 Information and Application Form



***Thank you for considering candidacy for the Center for Spiritual Living, Santa Rosa
Board of Trustees!***

The Board serves an important role in keeping the vision of our community and determining policy that supports its growth.

A former trustee had this to say, One of the things I love about being a Trustee is seeing all the planning and hard work that goes on behind the scenes at CSLSR. Board members get monthly reports from all the service teams, and I'm constantly astounded at the number of vital activities, ministries, groups, and services that exist through this Center. It definitely takes a village! As trustees, we also get to participate in visioning for the Center, which I consider a great gift and privilege.

Another thing I love is having the opportunity to work closely with Dr. Edward and the many talented, dedicated ministers, staff, and of course, my fellow trustees. I've gotten to know so many people that I might only have said hello to before. Along the way, I've made some treasured friendships.

Each Trustee brings their unique perspectives and skills, which helps us represent the needs of the whole community. If you feel the nudge to apply to be a trustee or just want to find out more, please follow that hint from Spirit.

The Board consists of nine trustees, each serving a three-year term, plus our Senior Minister, Dr. Edward Viljoen. Each year three new members are elected to replace the three members who are completing their three-year terms. We are now accepting applications for the three members who will join the Board in March, 2024.

This document outlines the basic position requirements and expectations for board service, the nomination process and election procedures, including key dates, and the application form.

Applying for a Board position is an enriching experience in and of itself. We invite you to take your time and mindfully explore what Board service may mean to you. When you are ready to apply, please complete the questionnaire included in this document. Submission instructions are included in the questionnaire.

Applications will be accepted from September 15 to November 28, 2023.

General Information

Basic Requirements

In order to be considered for candidacy, applicants must meet the following requirements:

- Minimum one-year membership at the Center for Spiritual Living, Santa Rosa
- Strong foundation in Science of Mind principles and completion of a core class
- Commitment to the Center for Spiritual Living, Santa Rosa
- Ability and availability to give time and talent to the Center
- Contributes financially to the Center with a regular, identifiable record of giving
- Business experience and/or organizational skills
- Ease with long-range planning
- Comfort and facility with attending Zoom video calls

Expectations and Commitments

- Have a computer and email account for frequent Board communications between Trustees
- Serve a three-year term
- Attend Board meetings (usually the fourth Thursday of each month), currently via Zoom
- Attend monthly Conversations sessions with the Senior Minister (usually the fourth Wednesday of each month), in person at the Center.
- Actively contribute to visioning/planning activities
- Maintain visibility and contact with our community
- Communicate with and listen to congregants

Nomination Process and Selection Procedures

To be considered for the 2024-2027 term position, applicants complete and submit their applications by November 28, 2023. The Nominating Committee will review all applications and conduct pre-screening calls as applications are received.

All eligible candidates will be interviewed by a panel consisting of four trustees, a prayer practitioner or minister, and a lay person. Following the interviews, the Committee will recommend a slate of three candidates to the Board of Trustees at the January 2024 Board meeting. The slate will be announced to the congregation in late February 2024 and will be presented to the Center's members at the Annual Membership meeting in March 2024. New Trustees are elected at the Annual Membership meeting, and they then begin their three-year terms.

Timeline for 2023 Application Process

September 15 – November 28 Applications accepted
November 28 Application final deadline date
December 2,3,9,10/2023; January 6-7/2024 Interviews with candidates
January 25, 2024..... Nominee slate presented to Board

Board Commitment Dates for 2024

March 10, 2024.....Annual Membership Meeting
March 10, 2024..... Board Induction
March 15-16, 2024 (Friday/Saturday following Annual Meeting) Annual Board Retreat
Monthly Board Meetings Every Fourth Thursday
Monthly Dialogue Meetings..... Every Fourth Wednesday

For More Information

We are happy to answer your questions and share about our experiences in applying for and serving on the Board.

Current Trustees

Randy Coleman, President randy.coleman@cslsr.org, (707) 291-4313
Jan Peterson, Vice Presidentjan.peterson@cslsr.org, (707) 889-8099
Jan Davis, Treasurer.....jan.davis@cslsr.org, (707) 849-4505
Anne Marie Cheney..... anne.marie.cheney@cslsr.org, (707) 495-6618
Karen Hatten..... karen.hatten@cslsr.org, (707) 206-1868
Greg Summers greg.summers@cslsr.org, (310) 227-9637
Adrienne Bowes adrienne.bowes@cslsr.org, (707) 318-1923

Thank you for your interest in exploring board candidacy.

Our Sacred 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

The application form begins on the next page.



Board Application Questionnaire

Submission Instructions

Please type your responses to the 12 questions below. You can use the software of your choice. When completed, please submit your application in **one** of the following ways:

1. Email as a PDF to COO Linda Hann at linda.hann@cslsr.org and Trustee Jan Peterson at jan.peterson@cslsr.org.
2. Copy and paste your responses into the online application form at <https://cslsr.org/2023-board-application-form/>
3. Mail the typed copy to Linda Hann, COO, Center for Spiritual Living, 2075 Occidental Road, Santa Rosa, CA 95401 or give it to her on Sunday at the information desk in the social hall.

Please provide complete information.

Name: _____

Address: _____

Home Phone: _____ Cell Phone: _____

E-mail Address: _____

**Before beginning this questionnaire,
take a few moments to meditate on the following:**

God is Good.

*With great joy I move forward in my greater expression
of love and service to my spiritual community.*

*I allow my divine talents and gifts
to be expressed with clarity.*

1. What is your motivation for wanting to serve on the Board of Trustees?
2. Provide a history of your Science of Mind affiliation including membership at the Center for Spiritual Living, Santa Rosa or with other Centers, and classes with dates and locations if possible.
3. Please summarize your professional and leadership experience.
4. List volunteer experience at the Center, especially leadership positions.

5. Briefly describe how you have used the Science of Mind principles to resolve an interpersonal conflict or challenge.
6. Describe your experience/skills in group dynamics, working with people, and consensus building.
7. Discuss your knowledge, experience, and comfort dealing with accounting and business issues, especially budget development and reading financial statements.
8. List and describe any special skills you have, for example: business, management, administrative, interpersonal, problem solving, and financial skills. Include skills gained through your professional, volunteer, family, and personal experience.
9. It is expected that Board members commit to regular financial support to the Center in an identifiable way. How do you feel about that expectation?
10. Explain any concern or circumstances that might hinder you in fulfilling the duties and terms of a trustee.
11. Provide a short biography to be reviewed by the Nominating Committee and used for presentation to the membership if you are selected as a trustee candidate.
12. Please include anything else that you want us to know about you.