

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

Minutes of the Annual Membership Meeting Sunday, March 26, 2023

BOARD MEMBERS PRESENT:

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

BOARD MEMBERS ABSENT: None

BOARD CANDIDATES PRESENT:

1. Greg Summers
2. Karen Hatten

BOARD CANDIDATES ABSENT: Adrienne Bowes

PARLIAMENTARIAN: Paul Corbett, Practitioner Emeritus

BOARD RECORDING SECRETARY: Linda Hann, Chief Operating Officer

BOARD PRACTITIONERS PRESENT: Peggy Weber, RScP, and Sheri Pool, RScP

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

President Randy welcomed everyone to the 2023 Annual Meeting of the members of the Center for Spiritual Living, Santa Rosa. He introduced Jeff Basham, our Zoom Host and Technical Director, who will be assisting him in conducting the business of the meeting and determined that a quorum was present.

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

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

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

- Approval of the minutes from the 2022 Annual Membership Meeting;
- Presentation of the financial condition of the Center;
- Electing this year's trustees; and
- Inducting our new board of trustees

INVOCATION:

Peggy Weber, RScP, began the meeting by giving the invocation.

SACRED COVENANT:

Following the Board's traditional opening for its meetings, President Randy 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 Randy provided important information on how we will conduct business virtually.

1. First, when he 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 Randy asked for a motion to approve the minutes from the 2022 annual membership meeting.

Motion: Martha McCabe

Seconded: Ron Abler

Vote: 96%

Abstained: 1%

Motion passed

Finances:

At this time, President Randy asked that we move forward with this year's business and turn our attention to the matters of finance and introduced 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 2022 year-end financials and is here today to provide his assessment.

President Randy indicated that after Mark McDonell's presentation, we will hear from our Treasurer, Dinna Withrich, and upon completion of her presentation we will open the floor for questions and comments.

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 in the United States. Mark performed a rigorous financial review and did not detect any exceptions and indicated that his independent review of the 2022 Financial Statements is available for viewing on the Center's website. He also noted that despite his long professional relationship with the Center, he and center management maintain an appropriate level of professionalism and have not become too familiar with each other.

At this time, President Randy welcomed Treasurer Dinna Withrich.

Treasurer Dinna thanked Mark McDonell for his review of our 2022 finances and for being such a valuable resource to our Center for 12 years now. Treasurer Dinna indicated that she has been the Center's treasurer for the past year and re-emphasized that the detailed 2022 financial statements are available for viewing on the Center's website and should anyone have any questions, they are welcome to contact C.O.O. Linda Hann or her. She also indicated that a copy of the year-end financials can be emailed to members upon request.

Treasurer Dinna reported that the Center is showing healthy trends financially and in other areas that are leading us forward to being even stronger than we are today. She noted the following:

- Contributions were down during the first half of 2022. In July, Reverend Edward gave a thoughtful, direct, and honest message about our stressed financial condition and our community responded with increased contributions and engagement across the board. Treasurer Dinna thanked everyone who responded and helped to carry our Center through to where we are, commenting that we still have a long way to go, but that we have confidence in our community and staff.
- On the downside of trends, Treasurer Dinna reported that our long-term investment, known as our Legacy account, was down this year which follows suit with the stock market downturn; however, she expects it to go up over the long term.
- On the upside of trends, Christmas Eve Candle Lighting Services had a combined attendance of 500 congregants compared to 350 last year and we received a near pre-pandemic level of contributions that evening totaling \$4,700.
- Stepping Stones Books & Gifts showed a \$6,000 profit demonstrating the dedication of a mighty team of volunteers and your support.
- Thanks to a generous donation by Michael Seymour, we held an art fundraiser which earned \$11,600.
- We have been further able to utilize our facility via room rentals to outside nonprofits which provides us with additional ongoing revenue.
- When interest rates started rising last Fall, we began putting some of our cash into CD's that will mature at different dates over the next two years. In 2022, we earned \$4,000 in interest

income; but, as a result of these new investments, in 2023 we are on track to earn \$20,000 in interest income; and

- We continue to be on target to pay off our mortgage in 2028.

Treasurer Dinna commented that 2022 was a year of negotiated recovery from the pandemic. Combining our strong spiritual foundation of practices, we continue to open ourselves up to new experiences and innovative procedures to adjust to this rebuilding period. In other words, a “comeback year”.

Treasurer Dinna took a moment to acknowledge the following ways our community came together during the past year:

- We started singing together during Sunday services;
- We brought back the passing of the donation baskets;
- Wednesday Evening Services returned in October;
- Attendance at Sunday in-person services increased; and
- Our beloved Youth & Family program returned.

Treasurer Dinna spoke of the kind of wealth that cannot be found in the pages of financial statements, yet it is the backbone of a healthy vibrant community - our volunteers. She reported that we welcomed the return of many volunteers - both old and new - that helped us create events that have helped us in our reawakening. These events include “Sharing our Bounty” Sundays hosted by our Giving Intention Team, the Autumn Pie Party, and a holiday sing-along and tree party.

We hosted the annual Centers for Spiritual Living International Convention where 55 volunteers plus staff organized, coordinated, and provided amazing speakers, both live and live-streamed, music, delicious meals, and a beautifully stocked and well run bookstore that was available to guests during the entire convention.

The weekly volunteers who help to clean the facility, both inside and out, the education volunteers who assist with our classes and volunteers who are here on Sundays . . . our coffee angels, bookstore volunteers, greeters, ushers, tech team, and trustees who are committed to providing our community with a welcoming experience each week.

As Reverend Edward often says, there are many ways to contribute to the health and wellbeing of our Center and whether you contribute financially to the Center, volunteer your time, or show up to take classes, we thank you. Treasurer Dinna expressed her gratitude for all volunteers, donors, friends, members, staff, trustees, stewards, and practitioners.

And lastly, she reminded the members that we are happy to offer financial assistance to our members in good standing, whether it be education scholarships or support through our member assistance program, known as M.A.P. She indicated that additional information about these programs is available on our website.

President Randy opened the floor for questions or comments, specifically directed to our treasurer or CPA and asked Dr. Edward, Steward Jan Davis, and C.O.O. Linda Hann to join our panel at this time.

After questions were asked and answered, President Randy asked for a motion and second to accept the financial statements for the year ended December 31, 2022.

Motion: Nancy Reynolds
Seconded: Lynn Ruebush
Vote: 99%
Abstained: 1%
Motion passed

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

Term ending March 2023:

Dinna Withrich, Treasurer
Kate Luna
Mary Ann Granieri

Term ending March 2024:

Randy Coleman, President
Jan Peterson, Vice President
Anne Marie Cheney

Term ending March 2025:

Jan Davis
Julie Myers

Election of New Trustees:

President Randy indicated that the Board of Trustees would like to introduce the slate of candidates for consideration and asked Vice President Jan to present the following candidates:

- Adrienne Bowes
- Karen Hatten
- Greg Summers

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

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

Motion: Tamarya Hulme
Seconded: Lynn Ruebush
Vote: 98% Adrienne Bowes, 99% Karen Hatten, 99% Greg Summers
Motion passed

President Randy congratulated Adrienne, Karen, and Greg and welcomed them to the Board of Trustees, expressing his gratitude for their service.

Farewell to Outgoing Trustees:

President Randy indicated that the Board would like to take a few minutes to thank Mary Ann, Kate, and Dinna and said that they would receive a silver emeritus name badge to recognize their service and let congregants know that they are likely to answer questions about the Center or point them in the right direction. The outgoing trustees are also invited to join the Alumni Trustee Group that meets monthly for dialogue and to maintain camaraderie and be of further service to our Center.

Vice President Jan, Trustee Anne Marie, and President Randy honored and acknowledged trustees Mary Ann, Kate, and Dinna with messages of love and gratitude. Each trustee was thanked for their dedication, commitment, and service to our Board and the Center for Spiritual Living, Santa Rosa.

Message from Senior Minister:

At this point in the meeting, it was President Randy's pleasure to turn the meeting over to our Senior Minister, Dr. Edward Viljoen.

Dr. Edward thanked President Randy for those beautiful tributes to Mary Ann, Kate, and Dinna and he, too, thanked them for their service to the Center, noting that he found that very moving.

Dr. Edward began his message by sharing that he has been reading a lot about the concern for the future of brick and mortar spiritual communities and whether or not they will have a future, and if people will want to go back into the buildings after the pandemic. Based on what he is witnessing, it tells him and confirms for him that absolutely nothing beats being together with people who are on a journey of self discovery so that we can take a stand in the community of beings as points of light and courage and hope. Dr. Edward indicated that that's part of our purpose to awaken people to their spiritual magnificence and he acknowledged that the awakening to spiritual magnificence and awareness can happen alone at home, but when we come together in community, in person, something wonderful happens. He reported that he has witnessed over and over again people walking into our Center for the first time in three or four years and they spontaneously burst into tears when they feel the energy of kindred spirit and express how they have missed this.

Dr. Edward acknowledged how technology has changed our lives for the better and he indicated that we have friends and members in our community that range from coast to coast and even in different countries and we are able to reach people that, for whatever reason, are not able to be here in person with us. He continually hears from our online attendees how important our services are to them and one, in particular, told him it was a lifeline for their family.

He reported that he hears from people who listen to our radio program, "Spiritual Living with Edward Viljoen", Sundays at 8:30 am on KSRO FM and how our after service prayer on Zoom has been a lifeline for so many congregants, giving a shout out to our practitioners who have been the prayer backbone of our community.

Dr. Edward acknowledged that things are changing for our community. He spoke proudly of our first truly hybrid class, "Living the Serenity Prayer," that was attended by 70 students, half attending in person and half online. He said that this is an indication that our education ministry is coming back to life and thanked Rev. Tara Steele for holding his hand during the process of becoming truly hybrid.

He said that we will be expanding our education offerings and holding classes at different times and in different ways to meet varying needs and schedules and thanked Rev. Russ Legear for his flexibility and guidance.

Dr. Edward indicated that we are in an innovative phase and that we are willing to experiment, to take chances, to make mistakes. He's excited that we are doing things differently and recognized that we are doing the online part well, taking a moment to acknowledge and express his appreciation to our video/streaming/audio team led by staff and volunteers who make it look magnificent, pausing to

recognize practitioner and technical director Jeff Basham and the many hands and hearts behind the scenes who make it happen.

Dr. Edward informed the members that we are innovating on how to be together in purpose. He recognized that we love to be together, to learn together, to eat together, to connect and have fun together. He shared his joy of recent events and indicated that a small, but fierce team of staff and trustees have been guiding our organization to a new version of radiant health, indicating that this group is the first wave of volunteers who recruited and trained new volunteers as we grew and grew and those volunteers will train new volunteers.

He's seeing an emergence of young people at the Center, indicating that it started with coloring pages and now with the arrival of Youth & Family Coordinator Jennifer Caldwell, great things are on the horizon.

Dr. Edward spoke of our purpose to raise humanity to its spiritual magnificence, through education and through the practice of circulation. He spoke of our nonprofit partner program which remained strong during the pandemic, noting that monthly video presentations were shown and that we are now starting to invite representatives from the nonprofits to be in our social hall to create connections.

Dr. Edward expressed his gratitude to everyone who has been carrying the Center for the past three years, indicating that we have a way to go before we are in good, strong, healthy financial wellness - but, today he has such confidence that we will get there with a strong, new, healthy community.

Dr. Edward closed his message by asking for our help. He indicated that no matter how many times we announced that he was ending his term as Spiritual Leader for the international movement, Centers for Spiritual Living, he is not ending his term as Senior Minister for our community. He asked us to help him get the word out that he has not quit his job, that he's back full time to pour his love, his creativity, and his energy into what the rest of the team has been holding for the past three years. He ended with a mighty thank you to staff, trustees, volunteers, practitioners, and members who shifted, adapted, and continued to support our Center during this time, indicating that his heart is full and wished all, "a Happy New Year and joyous ongoing rebirth into spiritual magnificence".

Induction of New Board of Trustees

President Randy turned the meeting over to Rev. Russ Legear to lead our time of recommitment and the induction of our new Board of Trustees.

Rev. Russ indicated that it is our tradition to charge each new Board of Trustees to hold our Center in Sacred Trust. He 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. To set the tone for our Trustees who will be committing to fulfill the duties of their position, Rev. Russ asked our 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, you can shout it out at your screen, if you want."

"And 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? Thank you for your recommitment."

Rev. Russ indicated that the trustees are governed by a covenant that was read at the start of this meeting today and that this covenant is a commitment to be humble, gentle, and patient with one another as they attend to the business of our Center. It is a commitment to strive to make spiritual principle and practice be the foundation of all the work that they do together on behalf of our spiritual community.

“So to our wonderful trustees, on behalf of the members of our Center, I ask you, “Will you commit to keeping a spirit of unity and love on the Board by striving to see each other as an expression of the Divine? If so, please say, “I will.”

Rev. Russ invited Chief Operating Officer Linda Hann, who attends each Board meeting, to read the intentions stated in the covenant as a refresher for those trustees who are renewing their service and to those trustees who are starting their service today.

C.O.O. Linda Hann thanked Rev. Russ and indicated that it has been her pleasure to attend each Board meeting since joining the staff in 2018 and while every Board is unique and every trustee brings different life experiences to the role, what has been consistent is that every trustee she has encountered has a deep love and respect for our Center and community and that has simply been a joy and pleasure to witness. With that said, C.O.O. Linda read the following intentions:

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

On behalf of the members of our Center, Rev. Russ asked the trustees, “ Will you commit to keeping these intentions in the forefront of your awareness as you serve on the Board? If so, please say, “I will.”

“After hearing your willingness to abide by the vision of this covenant, on behalf of the members of our Center and through the power of Spirit within each one of us, I declare you to be our newly elected and installed Board of Trustees. Please join me in welcoming our new Board of Trustees into sacred service”.

President Randy took a moment to acknowledge a few people who have been working in the background preparing for this meeting and who were in service today to ensure that we had a smooth virtual experience.

- Allan Yeager who has been working behind the scenes to deliver the registration and information and media to make this a great meeting.
- Our practitioners, Adrienne Bowes and Don Snow, who have been at Board Meeting during the past year holding the spiritual space for the work the Board has done.
- Practitioners Peggy Weber and Sheri Pool who have been in service and in High Watch for today’s meeting
- Reverend Tara Steele who has been monitoring last minute registrations today and believe me, they were coming in.
- Member Paul Corbett, serving as our Parliamentarian for today’s meeting
- Practitioner Teresa Jansen, our Zoom co-host and video coordinator. Great job, Teresa.

- Linda Hann, our C.O.O., who has been monitoring the meeting to ensure accuracy and taking the minutes. Thank you, Linda.
- And, Jeff Basham, our Technical Director, who served as our Zoom host and virtual stage manager today. Thank you, Jeff.

President Randy asked Prayer Practitioner, Sheri Pool, to close the meeting by giving the Benediction.

President Randy reported that we have now concluded all business on our agenda and asked for a motion to adjourn our meeting.

Motion: Jeanette McClelland

Seconded: Ron Abler

Vote: 100%

Motion passed.

President Randy thanked everyone for attending today, thanked our new trustees, Adrianne, Karen, and Greg, and a heartfelt thanks to our outgoing trustees Kate, Mary Ann, and Dinna.

Meeting Adjourned: 2:20pm