

Governing Board of Contemplative Outreach
Extended Zoom Meeting Minutes
September 14-16, 2021
Approved

Governing Board Members Present: Jenny Adamson, Kathy DiFede, Maru Ladron de Guevara, Phil Jackson, Pat Johnson, Julie Saad, Tom Smith and Carol Quest

Also Present: Jim McElroy, joining the board in 2022

Not Present: Mary Jane Yates, Administrator

1. September 14 Opening prayer : Tom Smith

- 2. Set Intention for the 2021 Conference:** the Board prayerfully held this intention for the 2021 Conference.

Our intention for the Contemplative Outreach International Conference, “The Global Embrace: Our Widening Reach, Our Deepening Connection”, is that there will be unity and joy and true connection to one another, that all technical/internet connections will be strong, and that we will be of one mind, one heart, one spirit joined in love with the One who is All in All.

- 3. Approval of minutes for September 7, 2021.** Jenny moved to approve the minutes from the September 7, 2021 meeting; Pat seconded. All approved.

4. Finance report: Pat Johnson offered the financial update for July 2021: Net income \$61,843.48. Current financial health of COL is sound.

5. Role and responsibilities of the board. Using the Bylaws as a guide the board discussed its role and responsibilities. Julie Saad summarized the discussion as follows:

- Overview: The governing board provides governance-level leadership to the organization ensuring it fulfills the vision and mission (purpose) of COL, which are entrusted to it by the Holy Spirit. It does this by embodying the values of COL and discerning the call of the Holy Spirit for COL, especially in light of the Theological Principles and Guidelines for Contemplative Service.
- Overarching responsibility: The Facilitator shall with the other officers of the corporation and in collaboration with all Board Members, ensure (support and advocate) the vision and mission (purpose) of Contemplative Outreach.
- Specific duties
 - To oversee the business affairs of the Corporation
 - To discern and appoint the Facilitator and other officers
 - To act with authority on all corporate, legal, financial, business functions and activities
 - To search and hire a new administrator of Contemplative Outreach when needed

6. **Frequency of meetings:** Jenny moved that for October and November of 2021 the board meet one time each month which would be on the first Tuesday of that month. Phil seconded the motion. All approved in favor.

7. **Intentions:** The board prayerfully reflected on its 2021 intentions in preparation for drafting the 2022 intentions.

8. **Update from the recruitment committee:** Prospective board members will be interviewed September 30, October 1 and 2 with goal of adding one new member to the board. Those not chosen at this time will be encouraged to experience volunteering on a service team.

9. **Next Board Zoom Call** – October 5, 2021. Please volunteer to offer the reflection.

Respectfully submitted,

Carol Quest, Secretary