

Governing Board of Contemplative Outreach
First face to face meeting for 2020
Orlando, FL
January 21st – 26th, 2020
Draft

Governing Board members present: Jenny Adamson, Nicholas Cole, Kathy Di Fede, Maru Ladron de Guevara, Thomas Hall via Zoom, Julie Saad, Adal Henriquez.

Also present: Patricia Johnson, Interim Administrator

Tuesday Jan. 21st

Arrival—3-6 pm

7 pm Check-in

Overview of schedule/prioritizing of agenda items

Wednesday, Jan. 22nd

Morning Session 9 am

1. Donna's request for a list of people who can receive calls asking for "spiritual guidance" with Centering Prayer. Kathy will be the contact for anyone who would like to be on the list. Kathy will let Donna know that Kathy, Pat, Nick, and Jenny are willing to take these calls. We will continue to add to the list.
2. Decision was made to begin interviews with candidates for Administrator tonight, 1/22. The candidates will arrive for dinner and interviews will start with Eilen deVerteuil at 6:45, Jim McElroy at 7:30, and Mary Jane Yates at 8:15. Interviews will continue on 1/23 beginning at 9 am. Meeting with ECI will be Sat. 1/25 9 am followed by lunch together. The local CO community will join all of us in the afternoon.
3. Discussion of Governing Board members' terms. Adal and Maru through 12/2020, can renew for 3 more years. Nick through 12/2020, cannot renew. Pat through 12/2020, can renew. Jenny through 12/2022, cannot renew. Julie through 2022, cannot renew. Kathy through 12/2021, cannot renew. Thomas Hall dropped off 1/2020.

Afternoon Session 2 pm

4. The GB decided on four questions for today's interviews and one for tomorrow morning. (See below). Candidates will also have the opportunity to ask us questions tomorrow.
 1. What does it mean to you to live a contemplative life?
 2. With that in mind, what is your understanding of the Laloux philosophy and how do you see it being manifest in the organism of COL?
 - 3a. What is your experience with creating and implementing a budget?
 - 3b. What is your experience and comfort level with IT (web, social media...)?
 4. What is your lived experience with Contemplative Outreach? Is there anything else you would like to tell us?
 5. (For Thursday morning) Tell us a story of when you were in conflict with someone and were able to work it out...and one where you were not able to work it out.
5. Budget review. (Minutes taken by Julie). Investment team directs investments with Christian Brothers and Fidelity. The finance team reviews financials of CO Ltd. The team members are the CO Administrator (Pat until new Administrator is hired), Mary Anne Best, Kathleen Gilgannon, Tom Smith (treasurer). In the future it would be helpful to have Kathleen present, on phone or zoom, while discussing the budget. The GB also requested from Kathleen the compensation per employee in addition to the categories in the budget. Regarding the mobile app, item 7. a) b. "Adding a meditation tracker feature to track how many minutes/hours of meditation completed per day/week/month. Integrate with Apple Health app Mindful Minutes section (iOS only) = \$3576" was not approved.
6. GB face to face meetings in 2020. Seattle set for June 10th – 14th Meeting in Houston not set yet. Tentative date is Oct. 14th – 18th.
7. Minutes of January 17th Zoom call were approved.
8. For the Gift Committee: Julie made a motion that the Gift Committee establish a legal contingency fund. Jenny seconded and all approved. There was a motion to have the Contemplative Outreach, Ltd. Administrator sign

any addendums needed for publisher's approval. This was also approved by the Governing Board.

Evening session 6:45 – 10 pm

9. Administrator candidates were interviewed.

Thursday Jan. 23

Morning session 8:30 - 11 am

10. Continued interviews of candidates and discussion/discernment process by the Governing Board.

Afternoon session 2 pm

11. Election of officers through prayerful discernment. Kathy Di Fede was approved as Secretary for 2020 (acting treasurer for Pat). Pat Johnson approved as Treasurer for 2020 as soon as available. (Interim Administrator at this time). Julie Saad approved as Facilitator for 2020. Jenny Adamson approved as Co-Facilitator for 2020.
12. Board selection process to fill Thomas Hall's remaining 2 years. The Board Selection team will call all those recommended by the Service Team leaders. They will ask if they are interested and explain the application process. There are nine people recommended. All agreed that 10+ years of Centering Prayer is preferable. The Selection team will report at Feb. 4th Zoom call. After that, an email will be sent to the whole CO network to bring others who might be interested in being Board members. Board selection process will be followed.
13. 2020 Intentions: Everyone has received the update from Maru. Intentions to be approved on Feb. 4th Zoom call after everyone has reviewed them.

Evening session 7 pm

14. Discussion of the “Ask Fr. Carl” questions in the e-newsletter. Donna has asked that someone on the GB write an article for the e-newsletter about finding other people to answer these questions. Nick suggested thanking Fr. Carl for this service and that he would continue but we would like to add other contemplative voices. Suggestion to put this article in “The Voice”. Discussion about changing the title to “Ask a contemplative”. All agreed to ask Isabelle (who does the e-newsletter and the Voice) for recommendations to implement this suggestion (invite her to the Board Zoom call on Feb. 18th). Julie agreed to contact Isabelle.
15. Discussion of a face to face meeting in Snowmass in May or June 2021. Jenny will check with the guest master about availability. (Later in the evening Jenny had a response that April 28 – May 2, 2021 were open.
16. IT concerns. All agreed to have a conversation with an IT consultant regarding the website, particularly the migration to WordPress. Nick will ask Michael Cole to be on the next GB zoom call.

Friday Jan. 24th 8:30 am

17. Dialogue and discernment of a new Administrator. The process was not completed at this time.

Afternoon session 2 pm

18. The Governing Board unanimously agreed that Kathleen Gilgannon should be added as a signer on the Contemplative Outreach Ltd. bank accounts. There was also unanimous approval to change Kathleen Gilgannon’s job title from bookkeeper to financial administrator of COLtd. Kathleen joined

the GB on Zoom to discuss the budget and other financials. Approval of the budget was postponed.

Evening session 7 pm

19. Continued discernment/discussion of a new Administrator. The Board was not in agreement or consensus at this time. There was agreement to have another Zoom interview with each candidate. The dates/times decided on were Wednesday January 29th, 6, 7, or 8 pm EST and Thursday January 30th, 6, 7, or 8 pm EST. Kathy agreed to send an email to the candidates asking each one to choose a day and time for a final interview of approximately one hour.

Saturday Jan. 25th 9 am

Combined gathering of the Governing Board and ECI council.

Afternoon session 2 pm – 5pm

Gathering with the GB, ECI, and Contemplative Outreach of Central Florida.

Sunday Jan. 26th

Departure

Respectfully submitted,

Kathy Di Fede, Secretary

