

Governing Board of Contemplative Outreach
Conference Call/Zoom Minutes
November 17th, 2020
12:00 – 1:30 pm EDT
Final

GOVERNING BOARD MEMBERS PRESENT: Jenny Adamson, Nick Cole, Kathy Di Fede, Maru Ladron de Guevara, Adal Henriquez, Phil Jackson, Pat Johnson, Carol Quest, Julie Saad, and Tom Smith

ALSO PRESENT: Mary Jane Yates, Administrator; Kathleen Gilgannon, Financial Administrator.

1. Opening reflection by Carol: From *New Seeds of Contemplation* by Thomas Merton.
2. 3rd Quarter Financials and Audit report. Kathleen went over the financial and audit reports. A difference in ecommerce will show up in Dec. Fall Direct Mail Appeal is not in the document yet. Equipment costs show an increase due to the buyout of the Butler office Xerox machine contract. The auditor questioned having the same person signing and depositing checks but we have taken steps to have accountability. Kathleen asked for approval to send an electronic (ACH) payment of \$13,000 to Capitol Printing for work done. All members approved.
3. Update on the 12th Principal fund. Maru said that there are requests being made. There was a discussion of how the fund should be used including CO tithing to other groups/organizations working with the marginalized and how to build relationships with these organizations.
4. Approval of minutes from Nov. 3rd. Pat made a motion to approve and Nick seconded. All agreed.
5. Gift Committee. Julie reported that Fr. Carl is retiring from the Gift Committee and Kate Sheehan Roach was unanimously selected by the Committee to replace Fr. Carl. The GB also has to approve. Jenny motioned to approve Kate and Nick seconded. All member approved.
6. Administrator report.1. Mary Jane will be having a call with the Special Projects team. She said that the team needs to bring in more volunteers from the CO network. Pamela brought up the question on how we decide about “special projects” ideas that are brought forward by the community. Mary Jane will raise this question with the Special Projects committee along with the question of how this committee could be “re-configured” to

ensure broader community representation. 2. Jobs postings for Program Coordinator position and Technical Support position were posted on Nov. 6th. 3. An invitation was sent by Mary Anne for a CoF Zoom gathering on Dec. 2 “for a time of celebratory closing and new opening”. 4. Marie continues to be very busy with supporting the Service teams: 2 more LF Zoom offerings being planned for 2021 and ideas are emerging for new ways Chapter may be formed. 5. MJ reconnected with Chandra Hanson (Prison Ministry). Her mother is very ill so her efforts on the survey will likely continue to be limited. 6. MJ will have an initial meeting with the Conference 2021 planning committee. So far, the committee includes Carol Quest, Theresa Saulnier and Kathleen Gilgannon. MJ will also be meeting with the English speaking team to ask about participating in the Conference planning committee and discussions underway to form a team to support translation issues. 7. Pamela has been reaching out to global partners in planning United in Prayer Day for March 6th. 8. A proposal from Michal May and Interior Mythos Journeys was reviewed and approved by the Gift Committee. Mary Jane also had a wonderful conversation with David Frenette who seems keen to partner with us in delivering some of the new online resources he is developing.

7. Next GB Zoom call is Dec. 1 at 12:00 pm ET

Respectfully submitted,

Kathy Di Fede, Secretary