

**Governing Board of Contemplative Outreach**  
**Conference Call/Zoom Minutes**  
**September 15<sup>th</sup>, 2020**  
**12:00 – 1 pm EDT**  
**Final**

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

ABSENT: Mary Jane Yates, Administrator

1. Opening reflection by Kathy: A poem from *Meister Eckhart's Book of the Heart* by Jon M. Sweeney and Mark S. Burrows, titled *Only My Nothingness*.
2. Minutes for September 1, 2020 meeting. Tom made a motion to approve the minutes and Jenny seconded. All approved.
3. In lieu of MJ's report, the GB reviewed the **Staff report sent by Kathleen**. We received the Trust for the Meditation Process grant again this year. **Marie** reported that she is mentoring a new chapter in Huntington Beach. Marie and Donna have been working together to update the coordinator/contact lists. Living Flame (on Zoom) begins 9/19 in Pittsburg and 9/26 in Iceland. Marie is also working with the Facilitator Support Service Team to schedule a Facilitator training on Zoom. **Donna** has been researching where to obtain some titles for the webstore, as there has been some "merging" of publishers, due to COVID. There has been a bit of an email conversation between Kathleen and Donna as to where (which bank) checks can be deposited, but Kathleen is tabling this discussion until after she researches the facts and MJ has returned. **Mary Anne** has been working on Word of the Week and Circle of Friends. She and Kathleen had a short discussion about finances, with another to come. Mary Anne has expressed concern that as a non-profit we have an overabundance of funds in our bank accounts. **Pamela** reports that a volunteer team has re-opened the CO Facebook page (over 15K members) after it was shut down for a while for a reset while a new volunteer team was organized to manage it. One of the volunteers is from Tasmania and another from Canada. The other two are from the US. Isabelle is relieved to have help in making this a more intentional page. Website adjustments continue, as does Pamela's own learning curve. Our Sept 1 Izoox bill was the lowest it has probably ever been, so we're starting to make good on the promise this website would be easier for us to manage without so much paid assistance. **Kathleen** has developed the 2021 Budget Timeline and has also continued to work with the new accounting firm on our audit. Began conversations with Tom Smith, Pat Johnson, and Mary Anne Best regarding the financial "past" of COL. Along with the auditors,

Kathleen is developing a *functional* expense report, which will be exciting to use for our COL highlights. Kathleen requested that several policy issues be tabled until Mary Jane's return.

4. Jenny reported on the status of new GB members. Phil Jackson requested Pat Johnson for his mentor and Carol Quest requested Jenny Adamson for her mentor. They will officially join the Board in January. Jim McElroy asked if he could postpone joining the Board until January 2022. All Board members accepted his request.
5. Update on Chapter Support Team Calls. Adal attended a Chapter Support call and said it was great. There was much sharing among all present. Kathy reported meeting with two coordinators on Zoom. The Chapter Support person was not present but it was good to meet the coordinators and listen to what was happening in their chapters.
6. Next Board Zoom call Oct. 6th at noon EDT. Nick will be the reflector.

Respectfully submitted.  
Kathy Di Fede, Secretary