



January 11th, 2018
Tapestry Board of Trustees
Meeting Minutes

The Board Meeting was called to order at 6:32 pm

Attendees: Julia Rampone, Kara Corbin-Lickfett, Jon Eckhardt, Dave Weber and Rev. Kent Doss

Absent: James Thompson, Eddie Moler, Connie Pursell and Carol Semelroth

Guest(s): Stephanie Laylon, Linda Yeargin, Jeff Gothard, Richard Boote, Laura Lunn, Marsha and Bill Medina (phone)

Julia Rampone provided opening words

Agenda and Approval of Minutes

1. Minutes of the December 14th, 2017 Board meeting minutes were approved as amended- **M/S/P**
2. The agenda was approved as amended by Julia – **M/S/P**

Consent agenda: n/a

Special Business: Permit and Architect Update

Stephanie Laylon/Architect: She has been working with the City of Lake Forest about our conditional use permit (CUP). We have received back comments about our proposal and Stephanie is formulating a response to address the comments. The traffic engineer has some questions that will need to be answered in person and that will hopefully bring some clarity to his queries. We have obtained 3 parking agreements from neighbors. We are required to have 1 parking space/35ft² (we need 65 spaces) and we have obtained 80 parking spaces between the three agreements. Building dept. is requiring 2 handicap spaces – we only have 1 - so this will be more construction and expenses to accommodate this requirement. Stephanie estimates we need another 2 weeks to get the CUP pre-approved. She has asked the contractor to open some holes in the walls to make accurate estimates on the building to know how to best use the existing mechanical (A/C. etc.) and structure. This will allow her to make more accurate engineering suggestions for the sanctuary. She went over the floor plans and the hope to repurpose ceiling tiles, cabinets, etc. to save costs. The carpets in the offices are in good shape, will need cleaning, and should be fine for initial move-in.

Business Themes:

Finance:

Report of the VP Finance: Eddie reported via email that all Vanco contribution are now ended and the account can be closed out. In Breeze, there were two instances of a pledging unit accidentally setting up two recurring payments, resulting in a double withdrawal in one month. Eddie was able to refund the 2nd withdrawal and fix the issue. End of year statements will be generated after Dec. books are closed and Eddie will poll a few people for feedback on format, content and addressee prior to a bulk mailing.

The annual stewardship drive is approaching (March 25th Celebration Sunday) and Eddie is soliciting ideas for themes and logos. The assembled Board discussed "Forward Together" as a theme and will report back to Eddie. The current plan follow previous year's schedule with testimonials, calls from the Board and ending with Celebration Sunday.

Report of the Treasurer: Pledges for December were good and unpledged income continues to be above the budgeted amount. FOCD received \$16K from grants. We received our first rent from the Birtcher tenant. Expenses

Minister: Reverend Kent Doss

RECY Director: Katelynn Riva **Office Administrator:** Kathy Vo

Minister Emeritus: Reverend Robert Jordan Ross

President: Julia Rampone **VP Finance:** Eddie Moler **VP Operations:** Carol Semelroth

Treasurer: Dave Weber **Secretary:** Kara Lickfett **Trustees:** Jon Eckhardt, James Thompson and Connie Pursell

were fine for staff and our final payment for Madero was processed. We processed a security deposit for our Madero renters.

Space:

Comprehensive planning committee: Donor name recognition ideas were discussed. We will discuss more at our next meeting

Report of the Minister: Kent reported that a new office administrator has accepted the position.

Report of VP Operations: Carole emailed an update

Other Business:

The congregational annual meeting will be on June 10th, 2018 at 12:45pm

Thank you from the Board: Richard Boote, Bill Medina and James Thompson for all of the moving efforts

Amanda Wainwright – researching the space and negotiating with St. George

Betsy Martin – offering garage for storing valuable Tapestry property

Next Board Meetings

February 8th, 2018

March 8th, 2018

April 12th, 2018

May 10th, 2017

June 14th, 2018

Congregational Meeting TBD

Meeting adjourned at 8:18 pm