

Governing Board of Contemplative Outreach
Zoom Meeting Minutes
December 7, 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: Mary Jane Yates, administrator, Diane Ryan (joining the board in 2022)

Not Present: Jim McElroy (joining the board in 2022)

1. **Opening Reflection:** Pat offered "Even Now" by Rosemerry Wahtola Trommer
"Sunset so pink / the mind undoes another button / the whole world blushes"
Jenny read "Grief" also by Rosemerry Wahtola Trommer

2. Approval of Minutes: 11/16/2021

Pat moved we approved the minutes from November 16, 2021; Jenny seconded the motion; and all approved.

3. Financials:

The third quarter financial report indicated activity nearly identical with the budgeted bottom line; it has been a strong year with good control on the expenses; a number of factors have limited technology expenses.

Audit: The Board reviewed and approved the audit while asking the finance committee to continue exploring recommendations from the auditors.

The Planning Document and Draft Budget for 2022 were introduced. Mary Jane pointed out funding requests from various service teams, funding for supporting global initiatives, as well as a possible cost of living increase for staff. The Board will continue the discussion at the December 21 meeting.

Note: Search "Contemplative Outreach financial documents" on the website to access Profit and Loss report for January 2020-June 2021 and the Balance Sheet for January 2021 - June 2021.

4. **Next Board Zoom Call** – December 21, 2021 at 12:00 PM Eastern time—including celebrating Tom and Kathy's service, as this will be their last board meeting.

Respectfully submitted,

Carol Quest, Secretary