



THOMAS MERTON CENTER BOARD OF DIRECTORS MEETING
THURSDAY, FEB. 14, 2019, 7:00 P.M., THOMAS HOUSE
APPROVED MINUTES

Present: Gerard McGuire, Helen Bunje, Mary Seabury, Judy Swope, Mike McMahon

Absent: Ann Akey, Mary O'Connor

Agenda Introduction:

Meeting leader: Gerard McGuire

Meeting prayer leader: Helen Bunje

Meeting secretary: Mary Seabury

Others Present: Kay Williams reported for the STA Site Committee instead of Vicki Sullivan who was not present

SPECIAL REPORTS

1) Update from STA Site Committee – Kay Williams

- a) STA church steps reconstruction will take place over a 6-week period starting 04/29/2019 (after Easter). Helen Bauman is coordinating this construction project that has been 4 – 5 years in the planning. The front steps will be gone and a temporary platform will allow access to the existing ramp for entry into the church.
- b) May 2019 – Fr. Stasys has asked that during this month of Mary that the rosary be recited after each mass. Since there is minimal time between the masses at STA, the rosary will be said between the 7:30 and 8:45 masses and between the 10:30 and 12:00 Noon masses.
- c) The 8:45 mass community has offered to help the 7:30 and 10:30 mass communities to start up hospitality after their masses.
- d) Kay suggested that the TMC include a letter with the monthly \$400 check payable to the parish. TMC Board had agreed to make this donation starting in January 2019 to acknowledge that it is part of the parish and that it appreciates the use of STA facilities.

2) ITMS Conference Update – Kay Williams

- a) ITMS Conference – 27th – 29th June, 2019 at Santa Clara University, CA
Handouts – 1) ITMS update from Anna e-mail dated 02/13/2019, 2) ITMS 16th General Meeting, Program, schedule and speakers
As reported in the 02/13/2019 e-mail, the TMC Spiritual Education Committee made a \$500 donation for the upcoming ITMS Conference this summer at Santa Clara University. That will give TMC top billing in the conference booklet. If members volunteer and do not eat at the conference that will reduce the cost by \$125 to \$225 from \$350.
- b) Scholarships will be available for 14-29-year olds.
- c) Kay will send out advertisements for the conference to over 100 schools.
- d) Kay will update the TMC Brochure for the event

3) Spiritual Education Committee Event – Kay Williams

Kay spoke about the upcoming speaker event (a brochure was handed out).

“Thomas Merton & Martin Luther King Jr.: Prophets for Today” – Michael W. Higgins

Menlo Park Civic Center, Saturday, 23rd February, 2019 at 3:00pm

4) March – TMC Membership Renewal Month – Kay Williams

Members will soon receive renewal notices. Kay will leave membership forms out at STA. Kay asked for ideas about advertising for speakers and the TMC mass. Kay Williams left the meeting after the special reports.

ONGOING BUSINESS

- 1) Review and Approve January Board Minutes **ACTION:** Judy made the motion, Helen seconded, all present approved the minutes as presented, no changes.
- 2) TMC Board Bylaws Review – Gerard gave Bob Foley’s copy of the 1998 TMC Bylaws to Mary Seabury who will scan a pdf copy to all members. **ACTION:** Mary will also convert the pdf to Word and send it to Gerard who agreed to edit the Word document.
- 3) Board liaison with TMC committees update
Board members will try to attend two Committee meetings each year.
 - a) Mike McMahon – attended the 01/21/2019 Spiritual Ed Meeting
 - b) Judy Swope – **ACTION:** will attend the next Liturgy Committee Meeting in March
 - c) Helen Bunje found out that the Speak-out Committee is not regularly meeting.
- 4) ITMS – No further discussion since Kay William spoke about the conference earlier in the meeting. ITMS will be kept on the agenda for the next couple of months.
- 5) Bank Signatories – Mike McMahon will work on the change of the signatories this month.

COMMITTEE REPORTS

- 1) Finance Report: 2019 Budget and Monthly Report – Mike McMahon
 - a) 2019 Budget – Handout – Since TMC has approximately \$65,000 in cash, Mike recommended that TMC run a deficit of \$3,500 for 2019. Board members asked that \$500 be budgeted under Miscellaneous for unforeseen expenses and increase the deficit to \$4,000. **ACTION:** Helen made the motion, Judy seconded, all present approved the 2019 Budget with the additional \$500 for Miscellaneous Expenses.
 - b) January 31, 2019 Monthly Profit/Loss Statement – Net loss of \$1,591.82 – Mike said that contributions were down after Christmas.
 - c) Quickbooks – Mike said that TMC now pays a monthly amount to use Quickbooks after years of using an older disk version.
- 2) Spiritual Education – See information above
Michael W. Higgins – Talk–Water and cookies will be served
- 3) Liturgy – Judy will attend next meeting on Monday 11 March ,2019.
- 4) Hospitality – No report
- 5) Speak-out – Henry told Helen that this Committee has not met for a while. **ACTION:** Mike will try to speak to Diana Diamond following mass to confirm if the Speakout Committee continues to be active.
- 6) Website – Jim Davis – Gerard recommended that all members should visit the website and give Jim feedback.

MEETING ADJOURNED – 8:30 PM – Judy made motion, Mike seconded, all present approved.