

Chapter Minutes

Saturday January 16, 2021

1 PM CDT (2 PM EDT, 11 AM PDT, 3 PM San Paulo, 7 PM GMT)

- Greeting - Abbot David
- Opening Prayer – Fr. Sid

Announcements

- Closed captions are available for this meeting.
- Voting will take place via the chat feature. Br. Florian will be the teller.

Annual Reports: 20 minutes

- Sister Toni – Six-month status report for FY 2020-21. Written report presented and attached to minutes. Highlights:
 - Investing more in communications to help keep us better connected.
 - Pledges are still coming in, about 82% response rate. Goal has been exceeded.
 - Moving money from the bank account to the investment account to maximize interest rates.
- Prior's Report – Sr. Martha – Submitted a written report, attached.
- Abbot's Report - Abbot David – Read a letter to the community, copy attached.
- Vote to accept reports as presented/amended – Motion made by Br. Anskar and seconded by Sr. A'nah Elizabeth. Passed with 22 in favor and 1 abstention.

Discussions/other business

- Upcoming surveys – Abbot David will be sending out 2 surveys over the next couple of months. It is important that everyone provide input.
 - The first will ask about time/talents and will ask for our names. It will be going out in the second part of January.
 - The second will be anonymous and will ask for ideas concerning short/mid/long term planning.
- Discuss proposed new committees and working groups.
 - Proposed committee - Worship committee. This committee would develop, expand, and implement online prayer services, possibly including centering prayer meetings. In addition, it would review our regular and special services used during convocation. Sr. Martha will chair. The worship committee is permanent since our services are organic, changing as the community grows and evolves.
 - Proposed working groups: These are temporary groups that will work for specified period, usually 2-4 months, then disband.
 - Working group 1: Continuous Learning and Mentoring. To develop a program to support learning and mentoring for all members. It is hoped that life professed members would assume a leadership role in this endeavor. Br. Steven Joseph will chair.
 - Working group 2: Member Care and Support. To develop a program to encourage and support member-to-member friendly, informal support between all members. This may be a two-part program; one part to deal with immediate issues (ie Covid19 and isolation of members house bound by other medical issues) and a second part to offer long term support for all members. Br. Raymond will chair.

- Working Group 3: Communications. To define our communication needs and requirements including but not limited to; a regularly distributed prayer list for members, a newsletter (including need, kinds of content, schedule, and promoting member participation), exploring electronic services beyond Zoom, video distribution of convocation services and meetings. Abbot David will chair temporarily but would like someone else to step up.
- Working Group 4: Review Oblate membership. This effort will be spear-headed by Sr. Martha. The working group will consist of three members selected by her. The objectives of the working group are:
 - ✓ Create a written history of Oblation within CSL--how it came to be, etc.
 - ✓ Discuss and reflect upon the current scope of Oblation. Answer questions such as What is Oblation in CSL (both how it is presented in community documents and how it is perceived by all members)? How can we better utilize the talents of our Oblates?
 - ✓ Review the current application for Oblation and anywhere definitions or discussions of Oblation appears in community documents/social media, website, etc. for consistency and to ensure it reflects outcomes of discussions in #2.
 - ✓ Briefly review current Oblate formation to be sure it meets needs of those being formed and is consistent with CSL's vision of the path of Oblation.
 - ✓ Submit any recommendations concerning the Oblate program in general and/or the formation program to the Abbot, the Director of Oblates and the Dean of Formation). The abbot and council will determine if any recommendation should be ratified by Chapter.

- Since October, professed members have been meeting to socialize and discuss life profession issues and responsibilities. Abbot wants to begin a similar program of virtual discussions for the juniors (postulants and novices), and the Oblates, to begin in February at the latest. A novice is needed to spearhead this effort. The Oblate discussion program could be part of the working group planning. Br. James Rafael volunteered to spearhead a similar group for the Oblates and Novice Oblates.

- Other business from members – None presented.

Closing Prayer Fr. Sid

Motion to adjourn made by Sr. Martha and seconded by Br. Chrysostom. Passed unanimously by acclamation.

My Dear Brothers and Sisters, welcome to the first 2021 CSL Chapter meeting. St. Benedict in his Rule directs that Chapter meetings of the whole community occur regularly to discuss, plan, and offer guidance to the Superior on the work and business of the community. This is an opportunity for all members, including our newest members to participate in discussions and ask questions of the leadership team and offer ideas for related to our future work.

2020 was a tough year: from the Covid19 pandemic, the turmoil of our body politic, to the storms and fires across our nation. But as people of faith, we have stood firm in our belief that God is watching and is with us. For CSL it has been a period of transition. Up to this past year, we had been following a pattern of community development that was begun in the early days of our existence: two convocations a year and loosely staying in touch through a bulletin board. Covid19 caused us to reevaluate the way to do things. We could not have convocations. We had to use technology to hold us together. We offered more prayer and study opportunities. This included special services – the latest of which occurred this Fall to celebrate the commemoration of St. Luke where some of the work usually done in convocation was taken care of. And a service of Lessons of Carols was offered in Advent. These services coupled with our weekly Vespers offices, managed by Sr. Mary Magdalene, tied us together in a strong positive way. Not only have we established a pattern of regular community prayer, but a period to socialize is provided as well. With the leadership of Sr. Mary Magdalene, a Matins office and Compline have been added to the schedule. We've had good attendance; but I wish more sisters and brothers would attend. Sister also led an Advent reading book group. This was a very small, but dedicated set of members. Once again, I wish more folks would have participated. With her leadership, we have clearly matured as a religious community.

I want to thank Sr. Petra and the finance committee for their stewardship program last fall. It was a very successful program. Also, I want to thank Br. Anskar for his work on getting all members to complete their safe church training. Because of his effort we are very close to completing this project.

We have had a number of professed members ask for separation from CSL this year. In some cases, they made this request because they felt unsupported by the community. On one level they may have been correct because of practical issues or insensitivity my part. However, I am not a mind reader, nor are the members of council. I/we were never told of their struggles. If just one member of the leadership team were contacted and an opportunity to talk about the issues created, the separation may have been prevented. Brothers and Sisters, communication is not a one-way street. We on the leadership team will continue to provide the tools to bring people together and to open the paths for people to safely communicate with your formation guides and us. But

each member needs to trust that we are here to help and provide guidance without judgement.

After the last Chapter meeting, the professed members began having informal meetings on Zoom. We discussed concerns about the departures of members and how, as a dispersed community, the professed can spiritually support all members. The work of these meetings led to the proposals for a new committee and some working groups that will be discussed at this meeting. I would like the novices, postulants, and our oblates to offer similar informal Zoom meetings to socialize and possibly develop ideas on formation and post-formation after full oblation.

Studies have been made that in most non-profit organizations, 80% of the work is done by 20% of the membership. As our community has grown, this had developed for us as well. We need more people to assist in doing the work of the community. I will review our needs in this meeting.

Along these lines, the leadership will be sending out surveys to all members to help us discern or strategize where the community wants/needs to go in short to medium term and identify skills and talent people have and are willing to offer to the community.

This is a time of change and evaluation but with prayer and listening to God's small voice, we will figure it out. With each of us responding to God as best we can, CSL will continue to serve Him and God's people.

Abbot David

Prior's Report
September-December 2020

The last 3 months of 2020 I continued my Leave of Absence from formal community obligations. I was able to participate in Vespers from time to time, the Vespers for the feast of St. Luke, and Lessons and Carols. In addition, I have participated in the Professed cohort discussions.

As we enter 2021, I have several projects that I have been asked to lead and/or participate in:

- Resumed participation in and Clerk for Council.
- Plan to begin in February the Oblate Review working group previously approved.
- Have been asked to take the lead in the ongoing Worship Committee.

Dean of Finance
Financial Report
Fiscal Year 2020 - 21

Dear Brothers and Sisters,

While much of the activity of CSL has been muted by the restrictions of COVID, much creative work has also been done with the online services, the book club and good old email. Members have responded well to all the changes and I am pleased at the response to pledging.

Attached is the mid-year report for July 1, 2020 to December 31, 2020. Regular income was steady but expenses were low since there has not been a Convocation. The amount spent on communications continues to grow which is an important investment in the community and appreciated by all.

As noted in the September report, the community received a generous gift totaling \$114,360 from Brother Basil, our former Abbot, after his death on March 3, 2019. Along with the \$133,000 already in investments, the community is in a solid financial situation and the Finance Committee is currently working with the Abbot on a business plan. We want to best manage the funds to better serve our Brothers and Sisters in the community, our home churches and our brothers and sisters in the wider world. Attached is also a Statement of Financial Position.

In September, members were invited to pledge their financial contribution to the community for the remainder of 2020-21. We had emphasized every member pledging some amount, no matter how small or volunteering to help on one of the committees. It is important that every member has this sense of truly being a contributing part of the community. The response to the request for pledges has been good with pledges totaling \$28,202, which represents 82% of the membership. A few members have still not made a pledge or volunteered to help with the work of the community. We would like to achieve 100% of the membership contributing to the community in some way.

Submitted January 16, 2021

Sr. Toni Sylvester, OSB
Dean of Finance

The Companions of St Luke OSB

STATEMENT OF ACTIVITY

July - December, 2020

	TOTAL
Revenue	
Pledges	15,084.46
Total Revenue	\$15,084.46
GROSS PROFIT	\$15,084.46
Expenditures	
Accounting Fees	259.20
Communications	
Opus Dei	761.50
Web Site Expenses	53.07
Zoom	161.89
Total Communications	976.46
Education	300.00
Gifts & Donations	500.00
Legal & Professional Services	280.00
Member Anniversary Gift	131.39
Member Habits	324.74
PayPal Merchant Fees	137.15
State Filing Fee	49.00
Total Expenditures	\$2,957.94
NET OPERATING REVENUE	\$12,126.52
Other Revenue	
Interest Earned	193.61
Total Other Revenue	\$193.61
NET OTHER REVENUE	\$193.61
NET REVENUE	\$12,320.13

The Companions of St Luke OSB

STATEMENT OF FINANCIAL POSITION

As of December 31, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
PayPal Account	0.00
TD Bank - Checking x8753	27,107.30
TD Bank - Money Market x8761	144,435.80
Total Bank Accounts	\$171,543.10
Total Current Assets	\$171,543.10
Other Assets	
Investment	100,000.00
Unrealized Gain(Loss) in Investment	33,408.13
Total Other Assets	\$133,408.13
TOTAL ASSETS	\$304,951.23
LIABILITIES AND EQUITY	
Total Liabilities	
Equity	
Net Investment Assets	133,408.13
Retained Net Revenue	159,222.97
Net Revenue	12,320.13
Total Equity	\$304,951.23
TOTAL LIABILITIES AND EQUITY	\$304,951.23