**CSL Chapter Meeting**

**September 28, 2024, 2 PM Central time**

**Abbess called the Chapter to order at 2:04 PM, Central time noting that 20 members were present, but there was not a quorum.**

**Opening Prayer and Remarks: Bishop Alan Scarfe**

**Report from Abbess Martha:** The Abbess noted that Brother David will be taking time off starting September 30, 2025 to just be a monk since so much of his time has been devoted to administrative roles such as Treasurer, Abbot, and Porter. Sister Catherine Ann will be stepping in as Porter. Brother David will collaborate with the members who will be stepping in to replace him. The Abbess asked members to think about assuming some of the positions. As of October 1, Brother Jean Baptiste will be the new Treasurer. In order to allow a novice to become Treasurer, there will be revised wording in the Customary.

The Abbess thanked Brother Anskar for his work on the Worship Committee and said he will be stepping aside, and other members will need to consider taking his place.

An Assistant Bookkeeper is needed to help Sister Mary Magdalene. A job description will be forthcoming for the position.

Altar Guild will need additional help at the upcoming Convocations.

 **Five Year Plan:** Sister Julian outlined what has been done with the five-year plan to make it a framework for the future of CSL. There are now regional task groups wo help with the new Convocation sites. Work on the plan will go forward and be updated, as necessary. The plan is continual work in progress and exists because pf the members who have volunteered their time to help develop the plan.

**Financial Report:** Brother David told the Chapter that as of August 31, CSL is in a sound financial position in liquid assets. Web is updated regularly, and communications seem unusually high as to web usage which may mean the purchase of additional hours. Brother David acknowledged the kind words of the Abbess concerning his 25 years of service. He said he will be retiring from his position on October 1, 2025 but the various processes that have been established and put into place are working well and will continue to be helpful for those who will take his place. Brother David also noted that the investments have been doing well and all fund transfers have been completed.

Opus Dei has been updated and all issues resolved. Less money should be needed in the 2025 budget to maintain the site. From June to August there were 450 visitors to the site.

**Porter:** Brother David has sent out six applications and will follow up with the people in October.

**Continuing Education:** Sister Genevieve Lynn reported that the Task Groups are ongoing, and several events have been planned to include game nights. Sister Gianna will be formally clothed at the October Convocation. There will also be a session to Convocation to discuss The Rule. Sister Anah Elizabeth will talk about her annual project and Sister Mary Magdalene will discuss a new ministry in which she is involved. The Deans are considering books for the Advent discussions. Religious Life Sunday is January 26th, and Safe Church needs to be completed by some members.

**October Convocation:** October Convocation will be one day shorter than usual and will be the last one held at Conception Abbey. Thursday of the Convocation will be a clean-up day, and everything will have to be packaged. Brother Florian is renting U-Haul in order to take everything that has been stored at the Abbey for the past years. Sister Madeleine Sophie is asking for emergency numbers for all members attending convocation because there has been a need to contact family members at several Convocations.

**Other Business:** Thanks to Brother William Marion there has been a place found for the creation of habits.

The 2025 Summer Convocation will take place in Skylar, Nebraska for the next two years. Bon Secour in Maryland will be chosen in the East for the Fall Convocation.

Brother David is giving up the Directory updates he has been responsible for doing. Someone needs to step into that position.

At the Council meeting in October, there needs to be a discussion about the importance of attendance and a quorum for Chapter.

Cindy thanked Sister Mary Francis for her commitment to making the prayer list each week.

Brother Jean Baptiste thanked Brother David for his many years of service and thanked Sister Julian for her work on the five-year plan.

Happy Birthday to Brother Stephen.

**The Abbess ended the meeting at 3;30 PM CT with the Our Father and a Blessing for all.**

Respectfully submitted,

Sister Marie Patricia, OSB