



**Circlewood Board Meeting**  
**April 19, 2019**  
**808 Aloha Place**  
**Edmonds, WA 98020**

- 10:00 Gather and Personal Updates – Special welcome to Beth Knox  
1. How are you personally?  
2. What feelings/insights/questions are you bringing to the meeting?  
Prayer
- 10:30 Administrative Items  
**Action:** Approve 1-11-19 Minutes (pp. 2-3) – *Glenn*  
**Action:** Sign thank you notes - *James*  
**Action:** Nominating Committee Policy Proposal – *Glenn*  
**Action:** Signing by-laws – *Glenn*  
Executive Director Insurance Quarterly Review – *Glenn*  
Financial Report (pp. 4-6) – *Louise*
- 11:00 Annual and Quarterly Goals Review (pp. 7-12) - *James*  
**Action:** Agathos Proposal (pp. 13-14)  
**Action:** Cedarstone Proposal (p. 15-16)  
**Action:** New Board Member Proposal: Mike Holmgren
- Camano Discussion
- 12:15 Next Steps  
**Actions:**  
Review Assignments - *Forrest*  
Next Meeting Options – *Glenn*  
Check-in  
What feelings/insights/questions do you have as we close?  
Pray and Adjourn
- 12:30 Lunch – Camano Discussion continued

## Circlewood Board Meeting Minutes 1-11-19

Present: James Amadon, Louise Conner, Forrest Inslee, Glen Palmberg, Tom Ruebel, Lenore Three Stars

Absent: Tim Hedberg

- 10:00 Gather and Personal Updates
  - Devotional/prayer *Earth Honoring Faith* by Rasumussen and *Leadership and the New Science* by Wheatley - James
  
- 10:30 Administrative Items
  - Approved 10-19-18 Minutes (pp. 2-3) – Glenn
  - 2018 Board Review (pp. 4-9) – Glenn
    - Lenore requested a purpose brief for Circlewood, to help us present the core message to those who want to know more about us; James will create and distribute that
  - Updated Board Terms – Glenn
    - Board members now have three-year terms, up to two terms consecutively; after that, must take a year off before serving again
    - Possible new guidelines (to be proposed by James and Glen and decided next meeting):
      - Renomination for second term must happen by someone on the nominating committee
      - Prior to second term, board member must take one meeting off (to allow for open discussion of renomination)
      - Officers in conversation with director will constitute the nominating committee (for now, that is the whole board)
  - Property Insurance Update - James
    - Insurance company advises against insuring building—over Possible new guidelines (to be proposed and decided next meeting):
    - \$1000—because it is on vacant land
    - We'll hold off on insuring replacement value of building, but James will ask about liability insurance on the building specifically
  - Executive Director Insurance Quarterly Review – Glenn
    - Check-in: James reports current amount is fine for his family
  - Financial Report – (pp. 10-16) Louise
    - Positive report, increasing income (details in attached docs)

- **Action:** Approve 2019 Budget – *Louise and James*
    - Moved and approved to approve the budget
  - **Action:** Paid Family and Medical Leave Contribution - *Louise*
    - Moved and approved to fully fund the contribution
  
- 11:00            Executive Director report (pp. 17-18) - *James*
  - Updated Vision
  - Annual and Quarterly Goals
  
- 12:15            Next Steps
  - **Actions:**
    - Review Assignments – *Forrest*
      - James will create a purpose brief for Circlewood
      - James and Glen will propose new board term renewal guidelines, plus officer selection guidelines
      - James will send out poll for next meeting –April, 2019 at Forrest’s place
    - Pray
  
- 12:30            Adjourn for Lunch with Tom and Christine Sine

# Circlewood

## BUDGET VS. ACTUALS: CIRCLEWOOD BUDGET 2019 - FY19 P&L

January - December 2019

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
<b>ACTIVITY REVENUE</b>				
Church Partnerships	500.00	1,500.00	-1,000.00	33.33 %
Event Income		2,500.00	-2,500.00	
Presentation Income		1,000.00	-1,000.00	
Publication Income	56.03	250.00	-193.97	22.41 %
<b>Total ACTIVITY REVENUE</b>	<b>556.03</b>	<b>5,250.00</b>	<b>-4,693.97</b>	<b>10.59 %</b>
Interest Income	27.77		27.77	
Other Income	183.40	150.00	33.40	122.27 %
<b>SUPPORT</b>				
<b>Donor Gifts</b>				
Cash	19,246.01	85,000.00	-65,753.99	22.64 %
<b>Total Donor Gifts</b>	<b>19,246.01</b>	<b>85,000.00</b>	<b>-65,753.99</b>	<b>22.64 %</b>
<b>Total SUPPORT</b>	<b>19,246.01</b>	<b>85,000.00</b>	<b>-65,753.99</b>	<b>22.64 %</b>
<b>Total Income</b>	<b>\$20,013.21</b>	<b>\$90,400.00</b>	<b>\$ -70,386.79</b>	<b>22.14 %</b>
<b>GROSS PROFIT</b>	<b>\$20,013.21</b>	<b>\$90,400.00</b>	<b>\$ -70,386.79</b>	<b>22.14 %</b>
<b>Expenses</b>				
<b>ADMINISTRATIVE</b>				
Bank Charges & Fees		100.00	-100.00	
Cedarstone	1,917.91	3,500.00	-1,582.09	54.80 %
Costs of Publications		50.00	-50.00	
Legal & Professional Services		450.00	-450.00	
Licenses & Fees		100.00	-100.00	
Office Supplies	63.00	300.00	-237.00	21.00 %
Password Management	52.84	35.00	17.84	150.97 %
Payroll Processing Cost	139.51	600.00	-460.49	23.25 %
Postage		250.00	-250.00	
Software Subscriptions		150.00	-150.00	
Telecommunications	38.10	180.00	-141.90	21.17 %
WA State Registration		60.00	-60.00	
<b>Total ADMINISTRATIVE</b>	<b>2,211.36</b>	<b>5,775.00</b>	<b>-3,563.64</b>	<b>38.29 %</b>
<b>BOARD EXPENSES</b>				
Liability Insurance		850.00	-850.00	
Meetings		550.00	-550.00	
Reimbursement		250.00	-250.00	
<b>Total BOARD EXPENSES</b>		<b>1,650.00</b>	<b>-1,650.00</b>	
<b>COMMUNICATION</b>				
Marketing Materials	60.72	500.00	-439.28	12.14 %
Newsletter		240.00	-240.00	
Website	150.42	400.00	-249.58	37.61 %
<b>Total COMMUNICATION</b>	<b>211.14</b>	<b>1,140.00</b>	<b>-928.86</b>	<b>18.52 %</b>

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>FUNDRAISING</b>				
Costs of Fundraising	579.23	2,000.00	-1,420.77	28.96 %
Donor Perfect	93.68	1,920.00	-1,826.32	4.88 %
SafeSave Payments	35.43		35.43	
<b>Total Donor Perfect</b>	<b>129.11</b>	<b>1,920.00</b>	<b>-1,790.89</b>	<b>6.72 %</b>
Fund Development	37.71		37.71	
Merchant Fees	87.00	500.00	-413.00	17.40 %
<b>Total FUNDRAISING</b>	<b>833.05</b>	<b>4,420.00</b>	<b>-3,586.95</b>	<b>18.85 %</b>
<b>PROGRAM</b>				
<b>CONNECTING REFORMERS</b>				
Events, meetings, conferences	125.51	500.00	-374.49	25.10 %
<b>Total CONNECTING REFORMERS</b>	<b>125.51</b>	<b>500.00</b>	<b>-374.49</b>	<b>25.10 %</b>
<b>EDUCATIONAL</b>				
Other		1,000.00	-1,000.00	
Summer Retreat		3,000.00	-3,000.00	
<b>Total EDUCATIONAL</b>		<b>4,000.00</b>	<b>-4,000.00</b>	
<b>FORMING LEADERS</b>				
Leadership Events		250.00	-250.00	
<b>Total FORMING LEADERS</b>		<b>250.00</b>	<b>-250.00</b>	
<b>PRACTICAL PROJECTS</b>				
Camano--Development	10.26	10,000.00	-9,989.74	0.10 %
Camano--Insurance		500.00	-500.00	
Camano--Maintenance		500.00	-500.00	
Camano--Property Taxes	2,692.37	5,000.00	-2,307.63	53.85 %
Church Partnerships		500.00	-500.00	
<b>Total PRACTICAL PROJECTS</b>	<b>2,702.63</b>	<b>16,500.00</b>	<b>-13,797.37</b>	<b>16.38 %</b>
<b>Total PROGRAM</b>	<b>2,828.14</b>	<b>21,250.00</b>	<b>-18,421.86</b>	<b>13.31 %</b>
<b>STAFF EXPENSES</b>				
Executive Director Salary	11,499.99	46,000.00	-34,500.01	25.00 %
Executive Director Work Expenses	102.27	500.00	-397.73	20.45 %
Intern		2,000.00	-2,000.00	
Reimbursement for Taxes--WA Family & Medical Leave	29.13		29.13	
Taxes--Medicare	166.74	620.00	-453.26	26.89 %
Taxes--Social Security	713.01	2,700.00	-1,986.99	26.41 %
Taxes--Washington Employment Administration Fund	3.45	8.00	-4.55	43.13 %
Taxes--Washington Unemployment Insurance	11.49	2,450.00	-2,438.51	0.47 %
Taxes--Workmans Compensation	56.34	218.00	-161.66	25.84 %
<b>Total STAFF EXPENSES</b>	<b>12,582.42</b>	<b>54,496.00</b>	<b>-41,913.58</b>	<b>23.09 %</b>
<b>Total Expenses</b>	<b>\$18,666.11</b>	<b>\$88,731.00</b>	<b>\$ -70,064.89</b>	<b>21.04 %</b>
<b>NET OPERATING INCOME</b>	<b>\$1,347.10</b>	<b>\$1,669.00</b>	<b>\$ -321.90</b>	<b>80.71 %</b>
<b>NET INCOME</b>	<b>\$1,347.10</b>	<b>\$1,669.00</b>	<b>\$ -321.90</b>	<b>80.71 %</b>

# Dashboard Key Metrics

	2019 Q1	2018 Q1	2018 Total
<b>Financial</b>			
Monthly Givers	22/month	12/month	20 (Dec.)
Monthly Gifts Average	\$5350	\$4600	\$5200
One-time Gifts	2	9	42
One-time Gifts total	\$240	\$7150	\$74,100
New First-time Givers	2	5	34
Total Givers	25	18	48
Other Income	\$770	\$260	\$2750
Net Income	\$4040	\$2600	\$69,250
<b>Other</b>			
Volunteer Hours	133	76	430
Donor Perfect Contacts	285	247	286
Website visitors	48 per month	N/A	48 per month
FBook Followers	153	N/A	132

## VISION

Every follower of Jesus cultivating God's comprehensive shalom in their corner of creation.



## MISSION

To reform Christian faith around God's renewal of all creation.

*"Re-Forming Faith from the Ground Up"*

### LONG-TERM OBJECTIVES and 2019 KEY RESULTS

<b>Objective #1</b> Create (or promote) educational resources and experiences.	<b>Objective #2</b> Develop compelling practical examples of the vision.	<b>Objective #3</b> Forming creation-centered leaders.	<b>Objective #4</b> Connect and support fellow reformers.	<b>Objective #5</b> Establish strong organization foundation.
<p><b>2019 Key Results</b></p> <ul style="list-style-type: none"> <li>• D.Min. complete</li> <li>• 1-2 web resources</li> <li>• 6 presentations</li> <li>• Anchor workshop</li> <li>• Book publishing plan</li> </ul>	<p><b>2019 Key Results</b></p> <p><b>Camano</b></p> <ul style="list-style-type: none"> <li>• Updated master plan</li> <li>• Feasibility study</li> <li>• Recruit project manager</li> <li>• Initiate onsite programs</li> <li>• Recieve 10 more acres</li> <li>• Forest Conservation Plan</li> </ul> <p><b>Church Partners</b></p> <ul style="list-style-type: none"> <li>• Partnership strategy</li> <li>• 2 official partnerships</li> </ul>	<p><b>2019 Key Results</b></p> <ul style="list-style-type: none"> <li>• 1-2 Informal gathering of leaders</li> </ul>	<p><b>2019 Key Results</b></p> <ul style="list-style-type: none"> <li>• 15-20 networking mtgs.</li> </ul>	<p><b>2019 Key Results</b></p> <p><b>Board</b></p> <ul style="list-style-type: none"> <li>• Add 2 members</li> <li>• Update board packet</li> <li>• Form Bd. Dev. comm.</li> <li>• 3 yr. business plan</li> </ul> <p><b>Staff</b></p> <ul style="list-style-type: none"> <li>• Renew w/Cedarstone</li> <li>• Team of coaches for James</li> </ul> <p><b>Resources</b></p> <ul style="list-style-type: none"> <li>• 75 financial partners</li> <li>• 20 coffee subscribers</li> <li>• \$2500 program rev.</li> </ul> <p><b>Comm./Marketing</b></p> <ul style="list-style-type: none"> <li>• 1000 DP Contacts</li> <li>• 250 FB followers</li> <li>• Basic Marketing pieces</li> <li>• Ann. Review + Fin. Rep.</li> <li>• Blog feasibility report</li> </ul> <p><b>Administration</b></p> <ul style="list-style-type: none"> <li>• Financial Review process</li> </ul>

**LONG-TERM OBJECTIVE: Create (or promote) educational resources and experiences.**

2019 KEY RESULTS	STATUS	Q1 PROGRESS	Q2 GOALS	COMMENTS
Complete D.Min.		*Completed!	*Determine appropriate ways to communicate/leverage this.	Thank you for all your support! Not sure how/if to promote this, as well as follow up to thesis.
1-2 Web Resources		*None	*Complete first resource.	Idea is to create a book/resource list and a practical "how-to" list. This is what people are asking me for.
6 presentations		*Preached and led SS at First Covenant, Seattle.  *Preached at Renew Covenant.	*July 3-6: Workshop @ Cascades Camp	Working on a core workshop that could potentially be led by others. Verbal commitment with Selah director to help lead a Selah retreat in 2020.
Anchor Workshop		*Refined workshop through SS class at First Covenant	*Re-organize workshop for Cascades Camp July 3-6	Anchor workshop will be a comprehensive introduction to the themes of Circlewood's work, and can be facilitated/led by others with minimal training.
Book publishing plan		*None	*Speak with 3 published authors. *Begin work on book proposal.	Anchor workshop will be designed with book in mind.
Additional Comments/ Opportunities				



**LONG-TERM OBJECTIVE: Develop compelling practical examples of the vision.**

2019 KEY RESULTS	STATUS	Q1 PROGRESS	Q2 GOALS	COMMENTS
<b>CAMANO</b>				
Update Master Plan		*Agathos proposal discernment *Board Discussion	*Draft plan by summer bd. meeting.	We are at the point where we are ready to articulate a specifically Circlewood vision for the property.
Feasibility Study		*Met w/Chris Wilson of Polymer Consulting	*Info on infrastructure by summer bd. meeting.	
Recruit project manager		*This need identified in conversation with David Vandervort (architect).	*Include in master plan/business plan. *Initiate search.	Project manager type person (could also be a builder/developer/company) will be essential to navigate the complex development process. Ideally this would be a person/org that understands our vision.
Initiate onsite programs		*Scheduled summer retreat. Aug. 9-11. *Scheduled tentative Youth Retreat with Highland Cov. July 1-2	*Summer retreat planned in detail and registration open. *Youth retreat planned.	
Receive 10 more acres		None	*Arrange land appraisal. *Transfer land.	
Forest Conservation Plan		*Applied for EQIP funding	*Meet with Kirk Hanson of NNRC on Camano. *Secure EQIP funding and raise the rest.	May have plan in hand by summer board meeting.
<b>CHURCH PARTNERSHIPS</b>				
Develop Partnership Strategy		*None	*Basic strategy draft by next board meeting.	
2 official partnerships		*Signed contract w/Renew Cov. *Met with Bellingham Cov. reps	*Meet with First Covenant, Seattle	
Additional Comments/ Opportunities				

LONG-TERM OBJECTIVE: Connect and Support Fellow Reformers				
2019 KEY RESULTS	STATUS	Q1 PROGRESS	Q2 GOALS	COMMENTS
15-20 networking meetings		<ul style="list-style-type: none"> <li>*Shannon Siegler - Brehm Cascadia.</li> <li>*Corey Greaves - Mending Wings</li> <li>*Brandon Bailey - Tideland Church</li> <li>*Josiah Pleasant - Agathos Int'l</li> <li>*Ben Katt – Replacing Church</li> <li>*Mark Purcell – A Rocha US</li> <li>*Danielle Humphries – Cloud Mtn.</li> <li>*Sean Hall and Rob Weston- 2Roofs</li> <li>*Laura DeVries – Simplicity Farm</li> </ul>	<ul style="list-style-type: none"> <li>*Tod Bolsinger – Fuller Seminary</li> <li>*Seattle School of Theology</li> <li>*Inhabit Conference</li> <li>*Erik Krumland – Youth Dynamics</li> <li>*Yellowstone Theological Institute</li> <li>*Brooks Bolsinger - Subsplash</li> </ul>	In addition to initiating some of these networking opportunities, people are beginning to seek me out or connect me with interested people in their network.
Additional Comments/ Opportunities				

LONG-TERM OBJECTIVE: Form creation-centered leaders.				
2019 KEY RESULTS	STATUS	Q1 PROGRESS	Q2 GOALS	COMMENTS
1-2 Informal gatherings of leaders		*None		Not sure of strategy/opportunities yet.
Additional Comments/ Opportunities				

## LONG-TERM OBJECTIVE: Establish strong organizational foundation

2019 KEY RESULTS	STATUS	Q1 PROGRESS	Q2 GOALS	COMMENTS
<b>BOARD</b>				
Add 2 members		*Invited Beth Knox to join.	*Extend 1 invitation.	
Update Board Member Packet		*None	*Ready for summer meeting.	
Form Board Dev. Committee		*Strategized with David Jones of Cedarstone.	*Committee formed.	
3 year Business plan		*Received coaching and examples.	*Preliminary draft ready for Summer meeting	
<b>STAFF</b>				
Renew partnership with Cedarstone		*Deep Dive @ Cedarstone with James and Glenn. *New proposal created.	*Sign new contract.	
Develop team of coaches for James		*Kirk Lider – Business *Paul Hoeffler – Strategy *J. Paul Fridenmaker – Fundraising *Cedarstone – Comm. / Exec. Idshp		Open to additional coaching but not actively seeking. Could use someone to help with actual communications work.
<b>RESOURCES</b>				
75 financial partners		*2 new givers	*Key Partner Meeting	Need strategy here.
Coffee revenue \$150/quarter		\$56.00	*Church display prepared.	Opportunity to provide churches with missional coffee and promote Circlewood.
\$2500 program rev.		\$500 – Renew Cov.	\$750 – First Cov.	

**(Cont...) LONG-TERM OBJECTIVE: Establish strong organizational foundation**

<b>COMMUNICATIONS / MARKETING</b>				
1000 Contacts		285	350	Speaking engagements gather contacts well.
250 FB followers		153	175	
Basic Marketing materials		*Business Cards	*Presentation banner	
Annual Review and Financial Report		None		Not sure yet how/when to do this.
Blog / Podcast feasibility report			*Explore Christ and Cascadia possibility.	This could provide us with an established platform, a large readership, and connections with like-minded leaders in the region.
Additional Comments/ Opportunities				



## Proposal for the Board April 19, 2018

**Subject:** Discernment regarding potential partnership with Agathos Village

**Proposed by:** James Amadon, Glenn Palmberg, Forrest Inslee

**Author:** James Amadon, Executive Director

**Description:** We have been approached by Agathos Village, a Christian organization based in Everett committed to creating intentional communities that serve at-risk and vulnerable people in the Puget Sound area, and asked to consider a possible partnership in the development and use of our land on Camano Island. James and Agathos' Executive Director, Josiah Pleasant, have had multiple conversations exploring what a partnership could look like, and a long meeting was held on 4.8.19 with James, Josiah, Glenn, Forrest, and 2 Agathos board members.

**Basic idea:** Agathos and Circlewood would partner to create a residential, village-type community to support the following:

- Intentional Christian community designed to bring healing to at-risk and vulnerable people. Residential units would be built in clusters of 10 with shared communal space (e.g. kitchen, bathrooms).
  - "At-risk" populations include single moms, vets, young adults, and/or seniors.
  - Each cluster includes people who are there in order to live among and support those who are at-risk.
  - Residents are supported through relationships, therapeutic services, and Christian activities.
  - Simple living and care for the land would be integral.
- Shorter-term residential opportunities organized around Circlewood programs such as classes, retreats, workshops, etc.
  - These could vary in length from 1 day to 1 year, depending on Circlewood's needs.
- Economic activities that would provide income and employment (e.g. agriculture)

Initial development concept:

- 80 residential units clustered together, ranging from 240 to 1200 sq. ft.
  - 56 units would specifically serve Agathos' mission
  - 24 units would specifically serve Circlewood's mission
  - Some more flexible options have been discussed.
- Shared infrastructure – road, water, utilities, etc.
- Shared program space and economic endeavors
  - Classrooms, common areas, agriculture, etc.

Oversight – In order to foster a true partnership and provide the necessary oversight to a project like this, a sub-group would be formed comprised of representatives of both organizations.

Proposed Timeline from Agathos:

1. Both organizations agree to a Memorandum of Understanding.
2. A pre-application is filed with the county as soon as possible.
3. A sub-group is formed to begin fleshing out details.
4. Infrastructure development begins in the fall.

**Rationale:**

Here are the favorable aspects of the proposal that we discerned:

1. There is significant alignment in the perspectives of the organizations.
  - a. Circlewood can certainly support and be involved in ministry to vulnerable people as part of our holistic sense of mission.
  - b. There is an understanding of the role creation plays in human development and healing as well as the need to care for creation, and openness to Circlewood's perspective that the non-human world is part of God's redemptive plan and an key part of discipleship/mission.
2. This would give us a partner with development experience and ready resources that would enable development to begin quicker than we are currently capable of.
3. The plan would preserve a certain capacity for Circlewood residential space and programming (even though we are not currently sure what that would be).
4. Agathos has communicated a desire for collaboration as well as the understanding that whatever is done must further Circlewood's mission.

Here are the aspects of the proposal that we believe merit some concern:

1. This would put us on a long-term development and programmatic track for the land, precluding possibilities that we haven't yet had time to pursue or consider.
2. While there is significant alignment between organizations, there are also questions:
  - a. Does/will Agathos understand and incorporate Circlewood's understanding of the centrality of creation and what we are trying to accomplish? Can we form a truly shared vision, rather than simply making sure both visions are able to be realized?
  - b. Does Agathos' understandable desire to move quickly to effect change for a significant social concern in our area conflict with our desire to effect more long-term change around the nature of Christian faith and practice?
3. The scope of this project essentially ensures that Agathos would be the dominant partner in terms of development and activity.
4. We do not know if the land could support 80 housing units, which, when at capacity, would mean 100-130 people on the land on a daily basis.
  - a. We would probably be better off thinking about how to do something like this on a smaller scale that is 100% aligned with Circlewood?
5. The requested timeframe does not give us much time to make an informed decision?
6. We are probably not at a point where we can allocate the time, energy, and resources to understand and pursue this project.

**Stakeholders:** This decision affects everyone affiliated with Circlewood. It has direct impact in Circlewood's direction, James' time and focus, and the Board's activity.

**Specific proposal:** We propose that the Circlewood Board choose not to partner with Agathos International at this time.



To: Circlewood  
From: David Jones and Jared Yapple, Cedarstone  
Re: Work Proposal  
Date: 13 MARCH 2019

*This proposal is designed to help Circlewood achieve its strategic planning, executive coaching and board development goals and will be accomplished by Cedarstone's Strategic Ministry and Marketing and Communications teams, led by David Jones, in cooperation with Circlewood leaders and staff.*

## (1) EXECUTIVE COACHING

*Cedarstone's Managing Director David Jones will lead the work effort with Circlewood's Executive Director to address an overarching strategic plan for ministry programs and messaging, including use of OKRs (Objectives and Key Results, see below).*

- Monthly Hour-Long Coaching Calls
- Annual One-Day Assessment and Planning with Board Chair and Exec Director
- Objectives and Key Results (OKRs) will be discussed during each monthly teleconference, with agreement made on next steps for each one throughout the month ahead. A major objective will be created around the topics presented in bold below, with SMART goals (specific, measurable, achievable, relevant and time-bound) presented for each key result.

## (2) MARKETING

*Cedarstone's Managing Director will help create a marketing and communications strategy and assist with editing on all communication pieces. Marketing and Communications Manager, Jared Yapple, will assist in social media efforts to yield increased brand awareness and favorability.*

- Increased interaction with, and new meaningful avenues for, potential supporters, participants, and donors.
- Increased quality and number of donors that give to the ministry at least once each year, with an emphasis on bolstering monthly donor partners and identifying major gift opportunities.

### (3) BOARD DEVELOPMENT

*Cedarstone's Managing Director will work with Circlewood's Board Chair and Executive Director to recruit and engage great board members and to present great board meetings.*

- Monthly Hour-Long Board Development Calls
- Establishment of cultivation, recruitment, orientation, engagement and evaluation processes for board members
- Guidance and support for well-run and motivating board meetings.

### COST

- Executive Coaching, Marketing, and Board Development
  - \$500 per month, starting April 2019, ending March 2020.

### CONCLUSION

The robust plan outlined in this proposal gives you counsel, assistance and accountability to strategy, marketing, and board development needs as the underlying OKR processes needed to see these goals become reality.

We have greatly enjoyed our partnership with Circlewood and our work with James. Under his leadership, Circlewood is well-situated to become an increasingly effective agency to be used to “reform churches from the ground up”. May God’s Kingdom be expanded and deepened as a result of this strategic partnership!





**Circlewood Board Meeting Minutes**  
**April 19, 2019**  
**808 Aloha Place**  
**Edmonds, WA 98020**

- 10:00 Gather and Personal Updates – Special welcome to Beth Knox  
1. How are you personally?  
2. What feelings/insights/questions are you bringing to the meeting?  
Prayer
- 10:30 Administrative Items (started with these, then backed up to the personal)  
**Action:** *Approved* 1-11-19 Minutes (pp. 2-3)  
**Action:** *Signed* thank you notes at lunch  
**Action:** *Discussed* elements of a new nominating Committee Policy Proposal, plus some additional board member requirements; will vote on more complete version next time  
**Task:** Glenn will work with Beth on the draft  
**Action:** *Signed* official record copy of the by-laws  
Executive Director Insurance Quarterly Review – *No changes*  
Financial Report by Louise
- 11:00 Annual and Quarterly Goals Review (pp. 7-12) – *James*  
**Task:** Per Lenore’s recommendation, James will research the “vision quest” org. that has used the land in the past for a summer retreat, and submit their request for board review/approval.  
**Task:** Tom will look into land manager candidate  
**Task:** James will follow up with person who worked with Jeff Ericson to develop Camano Commons  
**Action:** *Approved* Agathos Proposal to NOT move forward  
**Action:** *Approved* Cedarstone Proposal to continue their services  
**Action:** *Approved* asking Mike Holmgren to join the board
- Camano Discussion
- 12:15 Next Steps  
**Actions:**  
Review Assignments - *Forrest*  
Next Meeting Options – *Glenn*  
Check-in  
What feelings/insights/questions do you have as we close?  
Pray and Adjourn
- 12:30 Lunch – Camano Discussion continued