



## USCL Board of Trustees Meeting Minutes

January 25, 2026

Zoom Link: 177-417-886 Passcode: 601744

PLEASE MUTE CELL PHONES

**Board Members:** Jeff Benoit – Present (via Zoom), Jane Cloos – Present, Tom Cody – Present, Janet Cortright – Absent, Jill Dening – Present, Sharon Ketchum (non-voting) – Present, Donnette Pinkerton – Present (via Zoom), Chrissie Shearer – Present (via Zoom)

**Leadership Team:** Jerry Podany - No (Facility Grounds Team), Jeff Benoit – Yes (Admin Team), Nanette Podany - No & Chris McEnhill - No (Hospitality), Sue Winkelstern - No (Design), Jeff English - No (Celebration), Pam Nelson – No (Education), Nancy Cody – No, Lisa Haston- No (OSAT), Kathy Assiff– No (Diversity & Inclusion), Greg Dening – No (Tech Team), Danielle McMahon – No (Ombudsman; Youth & Family)

**Call to Order: 12:00 pm** **Chrissie Shearer**

**Opening Prayer** **Rev. Sharon Ketchum**

**Vision & Mission Statements** **Chrissie Shearer**

**Our Vision:** *A joyful, supportive world, centered in love, providing opportunity for spiritual transformation.*

**Our Mission:** *We are a spiritual community embracing positive transformation through prayer, education, & living the principles of Unity and Love.*

**Introductions (Check-ins)**

**Approval of the Agenda**

**Motion by Jill Dening to approve the agenda as amended.**

**Second by Chrissie Shearer**

**Yes Votes: Donnette, Jane, Jeff, Tom**

**Approval of Minutes Dated December 14, 2025**

**Motion by Jane Cloos to approve the minutes as written.**

**Second by Tom Cody**

**Yes Votes: Chrissie, Donnette, Jill, Jeff**

## Consent Agenda

I. Outreach Social Team	Report; No Action	Lisa Haston & Nancy Cody
II. Education Team	Report; No Action	Pam Nelson
III. Celebration Team	No Report	Jeff English
IV. Hospitality Team	Report; No Action	Nan Podany & Chris McEnhill
V. Administration Team	Report; No Action	Jeff Benoit
VI. Facility Grounds Team	Report; No Action	Jerry Podany
VII. Design Team	Report; No Action	Sue Winkelstern
VIII. Youth & Family Team	Report; No Action	Danielle McMahon
IX. Nominating Team	Report; Action	Greg D., LuAnne C., Chrissie S., Rev. Sharon
X. Inclusion/Diversity Team	No Report	Kathy Assiff
XI. Tech Team	No Report	Greg Dening
XII. Ombudsman	No Report	Danielle McMahon

- **Nominating Team** – Accept the slate presented by the nominating team to be presented at the Annual Meeting.

**Motion by Chrissie Shearer to approve the slate presented by the Nominating Team.**

**Second by Tom Cody**

**Yes Votes: Donnette, Jane, Jeff, Jill**

## Board Only Items

### New Business

- **Approved Check Signers** – Request to add Tom Cody as an approved signatory for USCL's checking account.

**Motion by Jane Cloos to add Tom Cody as an approved signatory of USCL checks.**

**Second by Jill Dening**

**Yes Votes: Chrissie, Donnette, Jeff, Tom**

### Old Business – Outstanding/Unresolved Issues

1. **Future Agendas** – Jane requested that the January minutes clarify that outstanding issues will be tracked under Board Only - Old Business until resolved. USCL Board Secretary will maintain this list within the minutes so it can be used when preparing future agendas.
2. **Extreme Weather** – Status on salting options for parking lot. Rev. Sharon & Jerry researching and will report back with information.

3. **Stage Lights & Camera** – Stage lights are repaired but not balanced. Camera #3 transmitting orange instead of red and needs repair.

### Minister's Report

### Rev. Sharon Ketchum

1. **Record 01/05/2026 E-Vote Approval** – Motion made by Tom Cody to spend up to \$1,500 to bring the vent hood into compliance. Passed unanimously. *The repairs are completed and approved by the inspector.*
2. **Adopt the Vision of the Venue Rental Team** – Reviewed, discussed, and tabled for adoption until USCL has a policy in place to address when USCL has a positive Profit Net Loss (PNL).
3. **Approve Agenda for 2026 Members' Meeting** – Reviewed draft agenda with the addition of Adoption of the New Vision, Mission, and Core Values added under New Business.

**Motion by Jill Dening to approve the 2026 Members' Meeting agenda as amended.**

**Second by Jane Cloos**

**Yes Votes: Chrissie, Donnette, Jeff, Tom**

### Treasurer's Report

### Jane Cloos

1. December NOI is \$8,948; YTD NOI is \$4,537. YTD NOI is \$8,483 better than last year, and \$7,537 better than budget.
2. **Record 12/16/2025 E-Vote Approval** – Motion made by Jeff Benoit to approve the purchase of 2 CDs. Voted and approved by all.
3. **Approve 2026 Budget** – Proposing a 2026 budget of approximately (\$4,000). The deficit budget proposed is based on income trends and known expenditures in 2026.

**Motion by Jeff Benoit to approve the proposed 2026 USCL Budget subject to minor rounding.**

**Second by Chrissie Shearer**

**Yes Votes: Donnette, Jill, Tom Abstain – Jane**

4. **Peer Review Status** – Jane reported that she is not finding any eligible congregants willing to help with the peer review process. She will keep the Board informed on any updates.

### Other Business

1. **Master Calendar** – The Master Calendar of Events divided by Teams and circulated to respective Teams.
2. **Team Contact List** – Team Contact List updated and circulated to Team Facilitators for final review.

### Announcements

- Rev. Sharon is on vacation February 2-10. Surgery scheduled for March 11<sup>th</sup>; she may miss 2 Sundays – scheduling guest speakers for March 15<sup>th</sup> & 22<sup>nd</sup>.
- Jane is on vacation February 25 – March 3.
- *USCL Board of Trustees Meeting – February 22, 2026*

- Annual Members' Meeting – March 8, 2026
- USCL Board of Trustees Meeting – March 22, 2026
- **Bi-Annual USCL Board of Trustees & Leadership Council – April 26, 2026**

Meeting Adjourned at 1:11 pm

Respectfully submitted by Jill Dening, Secretary

