

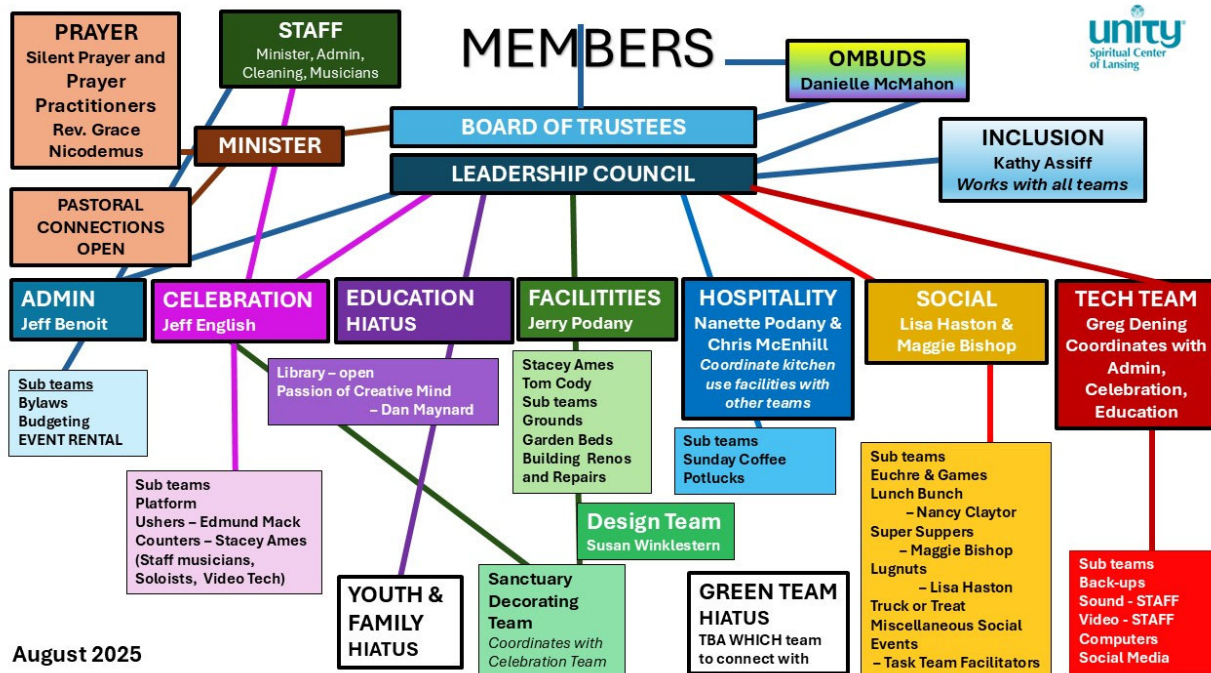


Bi-Annual USCL Board of Trustees & Leadership Council Planning Meeting Minutes

October 26, 2025

Zoom Link: 177-417-886 Passcode: 601744

PLEASE MUTE CELL PHONES



Administration, Celebration, Education (hiatus), Facilities, Hospitality, Inclusion, Social, Tech, Youth Ed hiatus). Open invitation to sub teams.

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

Leadership Team: Jerry Podany – Not Present (Facility), Jeff Benoit – Present (Admin), Nanette Podany – Not Present (Hospitality), Chris McEnhill – Present (Hospitality), Jeff English - Present (Celebration), Danielle McMahon – Present (Ombudsperson), Lisa Haston – Not Present (Social), Maggie Bishop – Not Present (Social), Sue Winklestern (Design) – Present, Kathy Assiff – Not Present (Inclusion), Greg Dening – Present (Tech), Nancy Cody (Social) – Present, Dan Maynard - Present

Call to Order: 12:00 pm

Chrissie Shearer

Opening Prayer

Rev. Sharon

Mission Statement

Our Vision: A world powerfully transformed through the shared spiritual awakening of all humanity.

Our Mission Advancing the Unity movement that calls us to awaken to our oneness with God, each other, and all creation.

Introductions (Check-ins)

President

Approval of Agenda

President

Motion by Jane Close to approve the agenda as amended.

Second by Jill Dening

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

Approval of Minutes Dated September 28, 2025

Motion by Jeff Benoit to approve the minutes as written.

Second by Tom Cody

Yes Votes: Chrissie, Donnette, Jane, Janet, Jill, Tom

Team Check-In

- **Outreach Social** – Nancy Cody stated that she is willing to replace Maggie Bishop as co-facilitator of the social team and requested a master list of events.
- **Education** – On hiatus.
- **Celebration** – Jeff E. reported that all is going well on the celebration team. Side discussion occurred regarding sound and drums.
- **Hospitality** – Chris reviewed the history behind why the refrigerator was moved and the ongoing electrical issues. Chris mentioned the hospitality team has a wish list that includes additional outlets/plugs in the kitchen. Rev. Sharon noted that this should be included in a future team report.
- **Administration** – Jeff B. reported the team holds monthly meetings to review the financials and to address any office and rental issues. We may need to consider adding additional hours for our

office staff but presently there are no concerns. Jeff expressed the importance of the rental program being critical to help with USCL's annual budget.

- **Facilities/Grounds** – According to the report provided by Jerry all is going well.
- **Design** – Sue reported that everything is going well and that the team responds to requests as needed. One wish is to repaint the sanctuary and hallway which may require professional painters due to the height of the ceilings.
- **Youth & Family** – On hiatus.
- **Nominating** – Rev. Sharon noted LuAnne Champion is the congregational representative and Greg Dening is the alternate for the March 2026 Nominating team. The board still needs to appoint a representative.
- **Inclusion/Diversity** – No representation.
- **Tech** – Greg reported that he is currently getting the stage lights reprogramed and changing the Microsoft licensing from individual/business to non-profit.
- **Ombudsperson** – Danielle proposed that the ombudsperson position be dissolved so she can assume the Youth and Family facilitator position. Rev. Sharon and Danielle will schedule some time to discuss details.

Consent Agenda

I.	Outreach Social Team	Report, Action	Maggie Bishop & Lisa Haston
II.	Education Team	N/A	<i>Hiatus</i>
III.	Celebration Team	No Report	Jeff English
IV.	Hospitality Team	Replied, No Update	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 and Family Team	N/A	<i>Hiatus</i>
IX.	Nominating Team	<i>Work Complete</i>	
X.	Inclusion/Diversity Team	No Report	Kathy Assiff
XI.	Tech Team	No Report	Greg Dening
XII.	Ombudsman	No Report	Danielle McMahan

The Purpose of the Leadership Council is to cast a vision forward. This vision will direct the work of the ministry teams and the Board of Trustees.

The Purpose of Ministry Teams and their sub teams is to co-create a community that is self-directed and self-empowered. Day-to-day operations happen because of the activity of each of the teams and cross-communication among the teams.

1. Cross communication is facilitated by monthly reports to the Board of Trustees which are also distributed to all the other ministry teams and sub teams.
2. Team Leaders are encouraged to attend the meetings of the Board of Trustees when their reports request action from the Board of Trustees. Non-budgeted financial needs and requests require approval of the Board of Trustees.
3. Leadership Council, comprised of the Team Leaders and the Board of Trustees, will meet at least twice a year, once in April and once in October on a mutually agreed date. Additionally, meetings may be called by any member of the council as needed.

- a. **The April meeting** is the month after the annual members' meeting and the election of a new Board of Trustees. This is an ideal time to set a vision for the new year.
- b. **The October meeting**, six months later, is an opportunity to evaluate progress on manifesting our vision and making any necessary course corrections.

Miscellaneous Business

- **Passion of the Creative Mind & Prosperity Plus** – Dan Maynard is willing to be the facilitator of the Passion of the Creative Mind in 2026. He also wishes to teach the Prosperity Plus class. Donnette reminded Dan that she is still willing to be his project manager for the Passion of the Creative Mind.
- **Workshop for Teams 2026** – We are targeting a Teams Workshop in January 2026 to clarify roles and responsibilities of the various teams and to identify areas of crossover.

Bi-Annual USCL Board of Trustees & Leadership Council Planning Meeting Complete – *Team Facilitators in attendance departed at 1:40 pm.*

Team Facilitators – Please Send a Representative from Your Team if You are Unable to Attend the Bi-Annual Meetings.

2026 Bi-Annual USCL Board of Trustees & Leadership Council Planning Meeting Dates

April 26, 2026 & October 25, 2026

USCL Board of Trustees Meeting Minutes

New Business - Board Only Items

Social Team Actions

1. **Needs a new co-chair/facilitator needed;** Nancy Cody expressed interest.

Motion by Jane Cloos to name Nancy Cody the co-facilitator of the Outreach Social Team.

Second by Donnette Pinkerton

Yes Votes: Chrissie, Janet, Jeff, Jill, Tom

2. **White Elephant leader/facilitator needed.** – Chrissie Shearer volunteered to facilitate the white elephant this Christmas.

Minister's Report

Rev. Sharon

1. **New Members** – Recording E-vote approval of new members Nancie Gwatin and Jeri Britton.
2. **Nominating Team Board Representative** – Jill Denning and Jeff Benoit are completing their board term, and both have agreed to stand for a second term. LuAnne Champion is the congregational representative, and Greg Denning is the alternate. Chrissie Shearer volunteered to be the board representative.

3. **Community Bulletin Board** – A community bulletin/white board is now installed in the hallway to be used for Non-Unity Congregational Events and Interests. Review and approval of the below addendum.

Joint Marketing of other Spiritual, Charitable, and Non-Profit Organizations

Addendum October 2025

Posting of Non-Unity Congregational Events and Interests

*To maintain a clear distinction between **Unity Spiritual Center of Lansing (USCL)** and events or promotions generated by individual congregants, a **Community Bulletin Board** is available in the hallway.*

*This bulletin board is the **appropriate location** for posting information about **non-Unity events, gatherings, or activities** that are **not sponsored by Unity**.*

*Congregants are also welcome to **display their business cards** on the Community Bulletin Board.*

Motion by Chrissie Shearer to approve the addendum to the Joint Marketing of other Spiritual, Charitable, and Non-Profit Organizations.

Seconded by Jeff Benoit

Yes Votes: Donnette, Jane, Janet, Jill, Tom

Treasurer's Report

Jane Cloos

1. September's NOI is (\$2,890); YTD is \$501. YTD NOI is \$7,141 better than last year, and \$8,260 better than budget.
2. Jane completed annual work comp audit on 10/14/2025.

Old Business

Other Business

1. **Education Team** – Board discussion regarding Education Team and the need to get the team active again in 2026. Rev. Sharon will approach Pam Nelson to see if she is interested in being the Education Team facilitator.
2. **SNAP Benefit Discussion** – Board discussion regarding the ongoing Federal Government shut-down, along with the anticipation that November SNAP benefits will be delayed.

Motion by Tom Cody to tithe any extraordinary income receive in fourth quarter 2025 to the Greater Lansing Food Bank.

Seconded by Chrissie Shearer

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

Announcements

Jane Cloos on vacation November 10-14 (Mon-Fri)

November & December Combined USCL Board Meeting – December 14, 2025

Meeting Adjourned at 2:17 pm

Respectfully submitted by Jill Denning, Secretary