



USCL Board of Trustees Meeting Minutes

February 22, 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 (via Zoom), Janet Cortright – Absent, Jill Dening – Present, Sharon Ketchum (non-voting) – Present, Donnette Pinkerton – Present, Chrissie Shearer – Present

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 & Donnette Pinkerton

Yes Votes: Jane, Jeff, Tom

Approval of Minutes Dated January 25, 2026

Motion by Donnette Pinkerton to approve the minutes as written.

Second by Jane Cloos

Yes Votes: Chrissie, Jeff, Jill, Tom

Consent Agenda

I.	Outreach Social Team	Replied, No Action	Lisa Haston & Nancy Cody
II.	Education Team	Report; No Action	Pam Nelson
III.	Celebration Team	No Report	Jeff English
IV.	Hospitality Team	No Report	Nan Podany & Chris McEnhill
V.	Administration Team	Report; Action	Jeff Benoit
VI.	Facility Grounds Team	Report; Action	Jerry Podany
VII.	Design Team	No Report	Sue Winkelstern
VIII.	Youth & Family Team	No Report	Danielle McMahon
IX.	Nominating TEAMWORK COMPLETE		Reported in January Meeting
X.	Inclusion/Diversity Team	No Report	Kathy Assiff
XI.	Tech Team	Replied, No Updates	Greg Dening
XII.	Prayer Team	Report; No Action	LuAnne Champion

New Business

1. **Art Gallery** – Dan Maynard expressed concerns that the art board installed in the Great Hall is not being used enough so CJ Pratt has offered to develop an art gallery team. After a lengthy discussion, the final decision of the board is not to create a new art gallery sub-team, but to consider each new art gallery exhibit as an individual event. The art gallery facilitator will submit the request for the event to the board for approval for each event.
2. **Second Internet Line** – USCL currently has one (1) Xfinity Business Class internet modem with Wi-Fi connectivity at 30-50 devices. One of the Rental Team’s goals is to attract more conference/business type events, but our existing Wi-Fi capacity limits the number of attendees. Jeff has decided to begin by including an additional charge of \$100 for his pricing for commercial inquiries to help offset any future costs.

Motion by Jeff Benoit to add a second internet line when the need arises at the rate of no more than \$1,500 annually.

Second by Jane Cloos

Yes Votes: Chrissie, Donnette, Jill, Tom

3. **DeLau Basement Drain** – USCL was contacted by DeLau regarding a known non-critical violation pertaining to the basement drain. Previously, this was tested by flooding the basement which is no longer an option. While DeLau was here, Jerry asked them about a pressure valve issue. No quote or mention of any charge was given when the appointment was made or by the technicians. DeLau is now billing USCL \$650 for the service call.

Motion by Jane Cloos to pay the \$650 DeLau bill.

Second by Chrissie Shearer

Yes Votes: Donnette, Jeff, Jill, Tom

Board Only Items

Minister's Report**Rev. Sharon Ketchum**

1. **Approval of new member Larry McCormick** - Passed unanimously.
2. **Review and approval of Year-End draft policy**

Motion by Jane Cloos to approve the Year End Policy as written.

Second by Chrissie Shearer

Yes Votes: Donnette, Jeff, Jill, Tom

3. **Review and approve the updated vision for rentals.**

Motion by Donnette Pinkerton to approve the updated vision for rentals as written.

Second by Chrissie Shearer

Yes Votes: Jane, Jill, Jeff, Tom

4. **Review for the March 8th Annual Member's Meeting** – Items discussed: Take place on-line and in person; Tech Team will handle Zoom; Send slides for the presentation to Rev. Sharon; Jill and Donnette will handle member sign-in; Meeting will be recorded via Zoom to aid with minutes; Membership renewal forms will be available; Give completed forms of anyone currently NOT a member to Rev. Sharon; Agenda & Financials available on-line; Need counters; Present 2026 Budget; Present 2026 Mission and Vision Statements for Approval.
5. **Review and Approval of Revised Vision and Mission Statements (see below)** – Unanimously approved.

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

Edited Version: *A joyful, supportive world, centered in love, where spiritual transformation flourishes.*

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

Edited version: *Our mission is to be a spiritual community embracing positive transformation through prayer, education, and living the principles of Unity and Love.*

6. **Move Congregants' Choice Nominating/Voting to mid-October through November** -The

Treasurer's Report**Jane Cloos**

1. January's NOI is \$3,103 (just \$208 less than January 2025).
2. The Operational Reserves balance is \$87,744.04 – no expenditures in January.

ACTION ITEMS:

3. **Policy Proposal:** To maintain financial record for 7 years including Bank Statements & Reconciliations, Financial Statements (incl. P&L Statements, Balance Sheets, General Ledgers,

Journal Entries, Budget Reports, and work papers), Check Copies w/Invoices, Payroll & PR Tax 1099s, Annual Congregant Statements, and Rental Contracts.

4. **Policy Proposal:** To maintain the following records indefinitely: Meeting Minutes, Records of Childcare (daycare providers' and children's names with dates of each session), Copies of Real Estate Purchase Documents and Capital Improvements.

Motion by Jane Cloos to approve the proposed records policies as written.

Second by Donnette Pinkerton

Yes Votes: Chrissie, Jeff, Jill, Tom

Old Business – Outstanding/Unresolved Issues

1. Additional outlets on kitchen south wall. (Completed this month)
2. Repair ceiling drywall in kitchen.
3. Repair backsplash behind sinks.
4. Wash, patch holes, and paint the kitchen walls and ceiling.
5. Professionally clean the kitchen tile floor.
6. Repair missing tiles at kitchen door.
7. Kitchen door still needs some kind of adjustment to make door latch better.
8. **Extreme Weather** – Status on salting options for parking lot. Rev. Sharon & Jerry researching and will report back with information.
9. **Stage Lights & Camera** – Stage lights are repaired but not balanced. Camera #3 transmitting orange instead of red and needs repair.

Other Business

Announcements

- Jane is on vacation February 25 – March 3.
- *Annual Members' Meeting – March 8, 2026*
- *USCL Board of Trustees Meeting – March 22, 2026*
- Rev. Sharon has surgery scheduled for March 11th; she may miss 2 Sundays – scheduling guest speakers for March 15th & 22nd.
- ***Bi-Annual USCL Board of Trustees & Leadership Council – April 26, 2026***

Meeting Adjourned at 1:45 pm

Respectfully submitted by Jill Dening, Secretary

