



## USCL Board of Trustees Meeting Minutes

July 28, 2024

Zoom Link: 177-417-886 Passcode: 601744

PLEASE MUTE CELL PHONES

**Board Members:** Jeff Benoit – Yes (via Zoom), Jane Cloos – Yes, Janet Cortright – Yes, Jill Dening – Yes, Sharon Ketchum (non-voting) – Yes, Lucille Olson – No, Donnette Pinkerton – Yes, Chrissie Shearer – Yes

**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), Doug Eagle – No (SAGE), Maggie Bishop – No, Lisa Haston- No (OSAT), Kathy Assiff– No (Diversity & Inclusion), Greg Dening – No (Tech Team), Dannielle McMahon – No (Ombudsman)

**Call to Order: 1:20 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)**

**Approval of the Agenda**

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

**Seconded by Jane Cloos**

**Approved by All Board Members Present**

## Approval of the June 30th, 2024, Meeting Minutes

**Motion by Chrissie Shearer to approve the minutes as amended.**

**Seconded by Donnette Pinkerton**

**Approved by All Board Members Present**

## Consent Agenda

I.	Outreach Social Team	Report, No Board Action	Maggie Bishop & Lisa Haston
II.	Education Team	No Report	Doug Eagle
III.	Celebration Team	No Report	Jeff English
IV.	Hospitality Team	Report, No Board Action	Nan Podany
V.	Administration Team	Report, No Board Action	Jeff Benoit
VI.	Facility Grounds Team	Report, Board Action	Jerry Podany
VII.	Design Team	Report, No Board Action	Sue Winkelstern
VIII.	Youth and Family Team		<i>Currently Inactive</i>
IX.	Nominating Team	No Report	Maggie Bishop
X.	Inclusion/Diversity Team	Report, No Board Action	Kathy Assiff
XI.	Tech Team	No Report	Greg Dening
XII.	Ombudsman	Report, No Board Action	Danielle McMahon

## New Business

**Facilities Team Request for Board Action:** Request board consideration on Doty Mechanical quote regarding furnace controls in Great Hall. Also see Rev. Sharon's minister report. Quote attached.

**Motion by Chrissie Shearer to approve the quote from Doty Mechanical to repair/replace the furnace controls in the Great Hall up to \$4,000.**

**Seconded by Jane Cloos**

**Approved by All Board Members Present**

*Team Business Complete – Team Leaders in attendance may leave.*

## New Business - Board Only Items

- **Increase our credit card limit to \$10,000.** Rational: The amount is divided into three cards – minister, office manager and facilities manager – which means our current limit of \$5,000 is a small amount divided over the three cards – especially when we pay a large bill for a repair or purchase items for reno. For example, there was not enough room on my church credit card to pay for the carpet shampooing this week.

**Motion by Donnette Pinkerton to approve an increase on our (USCL) credit limit from \$5,000 to \$10,000 on the Lake Trust CU credit card.** Credit increase to be distributed as follows: Office Manager's (Jessica Shelton) card (\$1000 to \$3000), Minister's (Rev. Sharon Ketchum) card (\$2000 to \$4000) and Facilities Manager's (Jerry Podany) card (\$2000 to \$3000).

**Seconded by Jill Dening. Passed**

**Approved by All Board Members Present**

- **Property Insurance Update:** Discussion regarding the information letter outlining the 27% property insurance premium increase and the deductible increases. Jane noted the importance of keeping these amounts in consideration for future budgeting and saving account balance.

### **Old Business**

- **Appoint Design Team Lead** – No further action required because Sue Winkelstern has notified the board that she will be returning as team lead.
- **CPA Firm** – Jane provided an update that the ongoing meetings to learn QuickBooks on-line are going well.
- **Rev. Sharon's Salary** - Discussion tabled and moved to a future meeting closer to the 2025 budget discussion.

**Minister's Report**

**Rev. Sharon Ketchum**

**Treasurer's Report**

**Jane Cloos**

**no donation jar was put out at the 90th Anniversary Celebration because "it was a gift to the community". Sharon said that it was the Hospitality Team's decision, and she was not aware of it.**

**Also, when drafting next month's agenda, I would like further conversation about Teams' autonomy to make decisions that may impact Unity's finances.**

### **Other Business**

#### **Announcements**

- *USCL Board of Trustees Meeting – Sunday, August 25, 2024*

**Check- Out**

**Closing Prayer**

**Meeting Adjourned at 3:30 pm**

**Respectfully submitted by Jill Dening, Secretary**