



USCL Board of Trustees Meeting Agenda

May 31, 2026

Zoom Link: 177-417-886 Passcode: 601744

PLEASE MUTE CELL PHONES

**Call to Order** **President**

**Opening Prayer** **Minister**

**Mission & Vision Statements (read together)**

**Mission:** *To be a spiritual community embracing positive transformation through prayer, education, and living the principles of Unity and Love.*

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

**Introductions (Check-ins)** **President**

**Approval of Agenda** **President**

**Approval of Minutes Dated April 26, 2026 – Pages 3-7**

**Consent Agenda**

I.	Outreach Social Team	Report, <b>Action – Pages 8-9</b>	Lisa Haston & Nancy Cody
II.	Education Team	Report, <b>Action – Pages 10</b>	Pam Nelsen
III.	Celebration Team	No Report	Jeff English
IV.	Hospitality Team	Report, No Action – Pages 11-12	Nan Podany & Chris McEnhill
V.	Administration Team	Report, <b>Action – Pages 13-16</b>	Jeff Benoit
VI.	Facility Grounds Team	Report, No Action – Pages 17-18	Jerry Podany
VII.	Design Team	Report, <b>Action – Pages 19-20</b>	Sue Winkelstern
VIII.	Youth and Family Team	No Report	Danielle McMahon
IX.	Nominating Team	WORK COMPLETE	N/A
X.	Inclusion/Diversity Team	No Report	Kathy Assiff
XI.	Tech Team	Replied, No Report	Greg Dening
XII.	Ombudsman	No Report	Danielle McMahon
XIII.	Prayer Team	No Report	LuAnne Champion

## **New Business / Team Action Items**

1. Social Team – Budget for Picnic (Social Team has \$100 annual budget available)
2. Education Team – Replacement for Pam Nelson
3. Admin Team – Member Event Policy (pg 15); 2025 Statistics for Town Hall (pg 16)
4. Design Team – Unity Posters (pg 19-20)

## **Minister's Report – Pages 21-22**

Rev. Sharon

1. Record E-Vote to purchase 6 podium lights for \$1,200.
2. Insurance options.
3. Adoption of Member Facility Use Policy (pg 15).

## **Treasurer's Report – Pages 23-28**

Jane Cloos

1. April's NOI is \$1,248; YTD is \$2,200.
2. The Operating Reserves balance is \$88,027.

*~ Blessing of our tithes to April's recipients – Unity Headquarters, Great Lakes Region, the SEF Fund, and to the Congregants' Choice, FTK Sneaker Ball.*

## **Old Business – Outstanding/Unresolved Issues**

1. Paint kitchen & great hall. We need to get quotes.
2. South deck repairs.
3. Extreme Weather salting options for parking lot – Sharon & Jerry will resume investigating when issue becomes relevant again.
4. Stage lights...board approved purchase of 6 new lights; waiting on the seller.
5. Livestream radio static problem. Suspect now is the public address system (ceiling speakers). Steve needs to catch it when it's happening to fix it.
6. Fire Safety Vendor – Jerry contacted Boynton Fire Safety Service to quote servicing our systems. Waiting for a call back.
7. Rook leak in upper lodge next to the fireplace. COMPLETED
8. Sign by Unity of Kitchner onsite; need to determine usage.

## **Other Business**

Delhi Township has apparently refused our request for a Fire Permit for 2026, although we've received no formal reply, the information was conveyed orally from Ron Venner.

## **Announcements**

Next Board of Trustees Meeting – June 28, 2026

## **Adjournment**

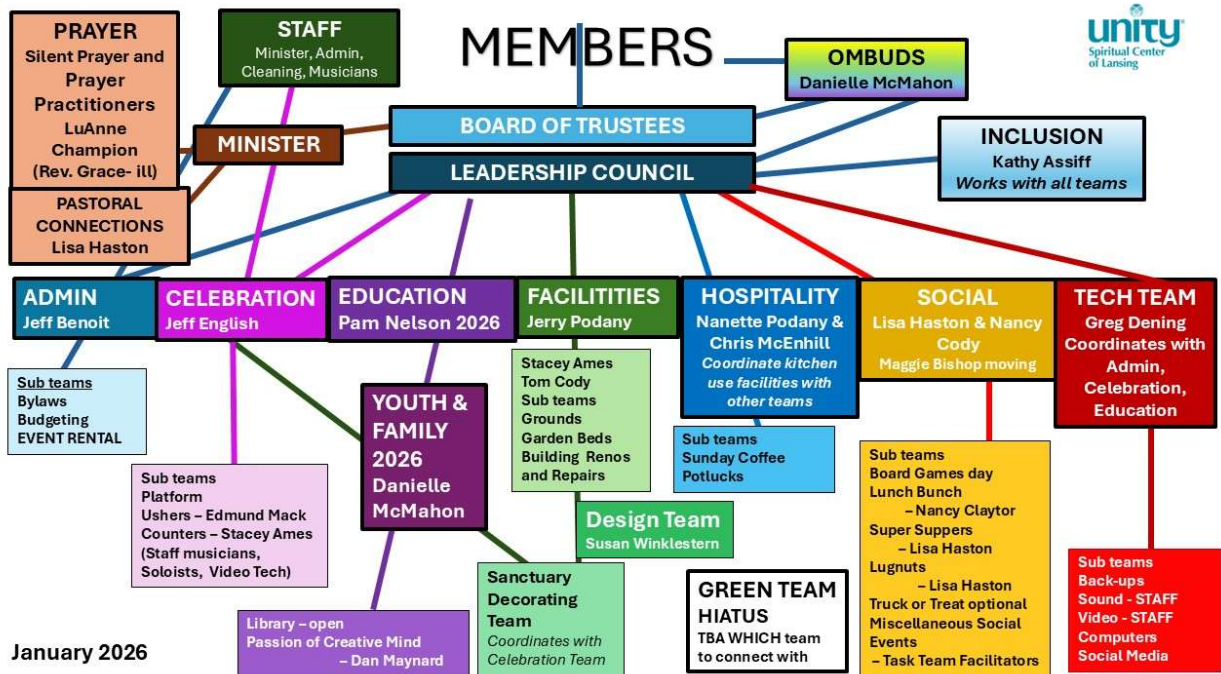


**Bi-Annual USCL Board of Trustees & Leadership Council Planning Meeting Minutes**

April 26, 2026

Zoom Link: 177-417-886 Passcode: 601744

PLEASE MUTE CELL PHONES



Administration, Celebration, Design, Education, Facilities, Hospitality, Inclusion, Ombuds, Prayer, Social, Tech, Youth Ed., Open invitation to sub teams.

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

**Leadership Team:** Jerry Podany – Present (Facility), Jeff Benoit – Present (Admin Team), Nanette Podany – Present (Hospitality), Chris McEnhill – Present (Hospitality), Jeff English – Not Present (Celebration), Danielle McMahon – Not Present (Youth Ed. & Ombudsperson), Lisa Haston – Not Present (Social), Nancy Cody – Present (Social), Sue Winklestern - Present (Design), Kathy Assiff – Not Present (Inclusion), Greg Dening – Present (Tech), LuAnne Champion – Present (Prayer), Pam Nelson – Not Present (Education)

**Introduction (Check-ins)**

**President**

**Call to Order: 12:19 pm**

**President**

**Opening Prayer**

**Minister**

**Mission Statement & Vision Statements (read together)**

**Mission:** *To be a spiritual community embracing positive transformation through prayer, education and living the principles of Unity and Lov.*

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

**Approval of Agenda**

**President**

**Motion by Donnette Pinkerton to approve the agenda as amended.**

**Second by Tom Cody**

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

**Approval of Minutes Dated March 22, 2026**

**Motion by Donnette Pinkerton to approve the minutes as written.**

**Second by Jane Closs**

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

**Team Check-In**

- **Tech Team** – Greg Dening provided an update that the new video card installed on the streaming computer fixed the video hardware acceleration problem and fixed the camera issue previously identified (Old Business #6). The sound system issue (Old Business #7) is still being reviewed by Steve Edwards. Request that current wiring of the stage lights be revisited to see if the large cans and small cans can be independent of each other (Old Business #5).
- **Social** – Nancy Cody reported that Super Suppers is moving from the last Wednesday of the month to the second Wednesday of the month to coincide with Lunch Bunch. The Social Team is currently coordinating the summer picnic with the Hospitality Team. A Lugnuts game is also being planned.
- **Education** – Rev. Sharon reported that the Education Team has the next few months planned out.
- **Prayer** – LuAnne stated that the team is emerging and drop-ins are welcome to the prayer team. LuAnne is the only person currently doing words in prayers and would like someone to learn heart in prayer, so she can focus on words in prayer.
- **Celebration** – Rev. Sharon shared that she and Jeff English are working on an exciting series based on the music of The Beatles called “The Magical, Musical, Metaphysical Tour.” Friendship Sunday is scheduled for September 22, 2026.
- **Hospitality** – Nan reported that the patching is complete. Hospitality report includes a request for Board approval to have the kitchen floors professionally steamed cleaned.

**Motion by Jane Cloos to approve up to \$1,000 to clean the kitchen floor including the cooler floor.**

## Second by Jeff Benoit

### Yes Votes: Chrissie, Donnette, Jill, Tom

- **Design** – Sue explained that more tablecloths are ordered so we have enough for twenty-two round tables. Sue and Jeff will be meeting with a vendor to get a quote on shades that will block out glare. Rev. Sharon requested that for high rental months the stage/platform design be simple whenever possible.
- **Administrative** – Jeff reported that the months of May and June are busy for rentals.
- **Facility Grounds** – Jerry reported that the problematic kitchen and upper lodge door locks are fixed/replaced.
- **Youth & Family** – No representation.
- **Nominating** – No representation.
- **Inclusion/Diversity** – No representation.
- **Ombudsman** – No representation.

### Consent Agenda

I.	Outreach Social Team	Report, No Action	Nancy Cody & Lisa Haston
II.	Education Team	Report, No Action	Pam Nelson
III.	Celebration Team	No Report	Jeff English
IV.	Hospitality Team	Report, <b>Action</b>	Nan Podany & Chris McEnhill
V.	Administration Team	Report, No Action	Jeff Benoit
VI.	Facility Grounds Team	Report, No Action	Jerry Podany
VII.	Design Team	No Report	Sue Winkelstern
VIII.	Youth & Family Team	No Report	Danielle McMahan
IX.	Nominating Team	<i>Work Complete</i>	N/A
X.	Inclusion/Diversity Team	No Report	Kathy Assiff
XI.	Tech Team	Replied, No Report	Greg Dening
XII.	Ombudsman	No Report	Danielle McMahan
XIII.	Prayer Team	No Report	LuAnne Champion

**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.

**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.**

### **2026/2027 Bi-Annual USCL Board of Trustees & Leadership Council Planning Meeting Dates**

**October 25, 2026 & April 25, 2027**

### **USCL Board of Trustees Meeting Minutes**

#### **New Business - Board Only Items**

1. **Sign offered by Unity of Kitchner** – Discussion and decision that Rev. Sharon will bring the sign back when she is in Kitchner in May. If it is determined that USCL cannot use the donated sign, we will pass it on to another Unity congregation.
2. **Action** – Approve two membership renewals: Kay Batterson & Valerie Jedrzejas.

**Motion by Donnette Pinkerton to approve membership renewal of Kay Batterson and Valerie Jedrzejas.**

**Second by Tom Cody**

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

#### **Minister's Report**

**Rev. Sharon**

1. **Action** – Adoption of Member Building Use Policy. Rev\_Sharon noted that the draft policy is still being reworked and this item is tabled until the next board meeting.
2. **Action** – Adoption of the Dividing Wall Policy. Highlights of the policy are that the dividing wall will be open when the outside temperature range is 45-75 degrees, or Sunday attendance is greater than sixty people for four consecutive weeks. Attendance takes precedence over temperature.

**Motion by Chrissie Shearer to approve the Dividing Wall Policy as amended.**

**Second by Donnette Pinkerton**

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

3. **Church Insurance** – Rev. Sharon submitted application to GuideOne to quote our package and work coms p insurance. The application is being reviewed by their underwriting. Rev. Sharon noted that the premiums with our current insurer have doubled over the past 3 years.

#### **Treasurer's Report**

**Jane Cloos**

1. We finished the first quarter with a net operating income of \$552.

2. This NOI is \$4,311 less than 2025. This is due in part to an approximate \$2,800 reduction in tithes and to paying \$1,920 for an administrator in March (in 2025 Jessica was on maternity leave).
3. The Operating Reserves balance is \$87,928 – no reductions in March.

~ *Blessing of our tithes to March's recipients – Unity Headquarters, Great Lakes Region, the SEF Fund, and to the Congregants' Choice Urbandale.*

### **Old Business**

1. Professionally clean the kitchen tile floor. **SCHEDULED**
2. Paint kitchen & great hall. We need to get quotes.
3. South deck repairs.
4. Extreme Weather – Status on salting options for parking lot. Rev. Sharon & Jerry researching and will report back with information.
5. Stage lights are working but the two different types of lights cannot be controlled independently of each other. To optimize this will require rewiring and reconfiguring the light control board. Professional needed to configure the light board.
6. Camera #3 transmitting orange instead of red and needs repair. – Bill Bartell needs to be contacted. **Issue resolved with new graphic card installation.**
7. Livestream radio static ongoing problem. Suspect issue is due to wiring in attic which has become an FM radio antenna. Fixes could include modifying length of current wires if slack is present or doing a full rewiring. (this could be a reason for the speaker cracking during services).
8. Fire Safety Vendor – Jerry to contact Boyton Fire Safety Service to quote servicing our systems.
9. Roof leak in upper lodge next to the fireplace. Jerry and Sharon are having a tough time finding vendors to inspect and give us a quote.

### **Other Business**

#### **Announcements**

- **USCL Board of Trustees Meeting – May 31, 2026**

**Meeting Adjourned at 2:15 pm**

**Respectfully submitted by Jill Dening, Secretary**



## USCL Ministry Team Report

**Date:** May 27, 2026

**Team Name:** SOCIAL

**Team Facilitators:** Lisa Haston, Nancy Cody (Maggie Bishop)

Mission Statement *To acknowledge the interests of USCL and the community by engaging with others in ways that advance the movement of shared spiritual awakening, incorporating Unity principles by creating oneness with God, each other, and all creation,*

Main Responsibilities: Organize events which will foster and support social connections within our community at large.

**Sub teams:** Lunch Bunch, Super Suppers, Board Games Day, Works with Hospitality, Education, Inclusion

### Events:

**Monthly:**

- Lunch Bunch—1st Fridays at 1:00 pm
- Board Game Days—3rd Sundays at 12:00 of Winter Months (Chris McEnhill)
- Super Suppers—2nd Wednesday of the month at 6:00pm

**Annual:**

- Lugnuts Family Night—July or August
- Trunk or Treat—same night as area churches—end of October

**Optional**

- Holiday Adopt a Family—December
- Valentine’s Day event
- Movie Meetups
- Movie Showings at Unity,
- Labyrinth Event
- Camping Trip—May (co. With Karla Janing)
- Event Rental – Fall, Company without a Clue – dinner
- Picnic—July (co with Hospitality Team)
- Turkeyville—October (co with Nannette Podany)
- December Holiday Event — “Reindeer Games”—December 25<sup>th</sup> at 1:00 pm

### Requests of and Action Items for the Board

Question: Is there a budget for the annual picnic?

### **Current Goals and Objectives as well as Projects still pending**

- June 5<sup>th</sup> at 1pm – Lunch Bunch at Harry's Place
- June 7<sup>th</sup> at 2pm – Meetup at Riverwalk Theater to see Seussical Musical
- June 10<sup>th</sup> – Trip to Meijer Garden
- June 11<sup>th</sup> at 6pm – Super Suppers at Tase of Thai
- Lansing Lugnuts – August 22<sup>nd</sup>
- Annual Picnic – Coordinate with Hospitality Team Sept 20<sup>th</sup>

### **Completions since last report**

- Lunch Bunch – May 1<sup>st</sup>
- Walk the Laberenth – May 9<sup>th</sup>
- Movie Meetup - May 12<sup>th</sup> – Devil Wears Prada 2
- Supper Suppers – May 13<sup>th</sup> – Bravo Italian Kitchen
- Game Day is taking a summer break for June, July and August. Will resume in the fall for September

**Team Name: EDUCATION**

**Team Facilitator: PAM NELSON**

Mission Statement: *To provide spiritual growth opportunities that support awakening.*

Main Responsibilities: Planning classes, workshops, and other educational events.

### **Requests of and Action Items for the Board**

#### **Current Goals and Objectives**

1. To determine interest in an individual to take on the role of Education Team Facilitator. Pam Nelson agreed to temporarily take the role for 3 months beginning last January so we could resume the function of the team after a temporary suspension of classes. We are now at the end of 5 months, so a new leader will have the opportunity to step forward.

(Personal note from Pam: While I am honored to have been able to help with the team, for personal reasons, nothing negative 😊, I won't be continuing the role indefinitely. I can do it until someone else is up and running or, at the latest, until the end of December, 2026. Thank you to all those who have helped and participated!)

#### **Projects/events**

1. The movie "The Shack" will be shown after church on July 12, 2026. A discussion about the spiritual aspects of the movie will be held after the movie. Pizza will be served.
2. Discovery Sunday is going well. May 3<sup>rd</sup> Dan and Carol Maynard presented an introduction to A Course in Miracles. There were 6 people present. Denise Coelho will speak on June 7<sup>th</sup>. Maggie Bishop will speak in July. CJ Pratt will present in August.

# Hospitality Team



**Team Name: HOSPITALITY**

**Team Facilitators: NANETTE PODANY, CHRIS McENHILL**

**Mission Statement:** To promote an atmosphere of Hospitality for the Unity community when attending Sunday Services.

**Requests of and Action Items for the Board:** None currently.

**Current Goals and Objectives as well as Projects still pending:**

**On going 'To Do' list:**

1. Paint entire kitchen.

**Completions since last report:**

1. Stanley Steamer professionally cleaned and sealed the kitchen tile floor. May 11 – Looks beautiful.
  - a. Big thank you to everyone that helped move and reset everything for the cleaning process.

b. **SPECIAL CLEANING INSTRUCTIONS FOR KITCHEN FLOOR May 2026 - Notations from Stanley Steamer**

**General**

1. Never use bleach on the floor. It will harm the new floor finish.
2. Do not use anything abrasive when cleaning the floor.
3. When necessary use the proper dilution\* of Mr. Clean for spot cleaning and mopping (see below).

**\*Mr. Clean**


1. **SPRAY BOTTLE** (in black cabinet) with the proper dilution of Mr. clean for spot cleaning.
2. **PAIL & MOP** (in the black cabinet) - instructions on bottle as to the delusion rate when using a pail & mop.


Questions? Check with Chris McEnhill or Nanette Podany.

2. Complete inventory of all kitchen equipment and items has been completed.
  - a. A copy will be sent to office to keep on record.
3. All kitchen related items now have red or pink nail polish on them.
4. Organized and sorted everything. Some items got moved, so if you can't find something check with kitchen team.
5. Items we no longer needed were donated to places that could sell or use the items.

**New items either donated or will be paid for out of kitchen improvement fund:**

1. Mohawk Absorbo throw rugs in front of sinks, dishwasher and coffee prep area. This will help keep floor cleaner and absorb water that may make floor slippery with the new finish.

2.  Fast floor drying fan to be used in the kitchen to dry floor fast. Fan to stay in kitchen – under Bunn coffee maker. Can be used by housekeeping, event team, etc. for any wet floor cleanup.

3.  Dirt Devil cordless vacuum to be used for cleaning crumbs, etc. in kitchen. Vacuum to stay in kitchen – right of exterior exit door - plugged in to charge. Can be used by others for small cleanup. Not meant to be used to sweep the entire great hall, etc.

4. New dish rags with mesh on back. Extra serving utensils and misc. items that we needed.

**Main Responsibilities:** *Schedule volunteers for serving snacks and beverages before, during and following Sunday Service and Sunday Potluck Events. Cleaning up following service. Keep kitchen supplied with basics - coffee, creamer, sugar and cleaning supplies, Deep cleaning and organizing of kitchen, Also, prepares kitchen for use by Renters.*

*Sub teams: Tuesday work team, Sunday kitchen team.*

*Coordinates with Design Team for table decor, Venue Rental Team, and Social Teams.*

*Works with all the other teams when their activities impact the kitchen.*

**Events:** *Easter Brunch, Winter Chili Potluck, Turkeyville, Thanksgiving/Gratitude Potluck. Optional “Snunch” in conjunction with Annual Members’ Meeting and possible quarterly Townhalls*

**Note:** Summer Picnic is a Social Team event – not Hospitality.

# Administration Team – Meeting Minutes

## May 26, 2026 - (ZOOM)

### Team Mission Statement:

Administrative Team's mission is to provide effective administrative support for the ministry and its mission.

### Team Members: ALL PRESENT

Jeff Benoit (Team Facilitator), Rev Sharon Ketchum (Senior Minister), Jane Cloos (Treasurer/Office Admin), Jerry Podany (Facilities Manager), Jill Dening (Rental Logistics Manager)

### Accountabilities:

1. Financial Overview
2. Business Management
3. Policy, Procedure & Bylaws

### REQUEST(S) FOR ACTION:

1. Approve new member facility use guidelines
2. Approve the 2025 Statistics to be presented to the congregation at an upcoming Town Hall

### Agenda Items:

1. Opening Prayer: **Rev. Sharon**
2. Church Admin Report: **Jane / Jeff / Sharon / Jill**
  - A. General Admin Concerns
    1. **Fire Permit** – Jane requested a fire permit on April 28<sup>th</sup> for the 6 upcoming events on the books. While we have no official response from Delhi, word of mouth is that the Fire permit is DENIED. There are to be NO fires in the fire permit. Jeff Benoit asked Jerry to confirm functionality of the fireplaces inside.
    2. **HVAC Rebates** – Jane, Tom and Jerry reviewed the Consumer's application and determined that our new HVAC system does not qualify for a rebate. Going forward, we need to obtain pre-authorization or at least confirm with Consumers if any proposed new equipment does or doesn't qualify for a Consumers rebate.
    3. **Cleaner Needed** – We are advertising for an additional cleaner. Noel is on vacation most of June and Lisa Haston is unable to clean at this time.
    4. **Insurance Shopping** – Sharon continues to shop for new insurance quotes. The first quote obtained was only \$1,000 cheaper in the first year; not enough of a savings to make a change.
    5. **Town Hall** – We are to schedule a Town Hall in July.
    6. **2025 Statistics** – Attached for discussion and approval are the 2025 Statistics to be presented to the congregation at the Town Hall in July.
  - B. Member Event Guidelines/Charges
    1. Attached for BOT approval is a "Unity Member Facility Use – Definition/Cost Determination"
    2. **Rental Pricing Changes**
      - a. 2-Tier Security Deposit depending on size and location of the party
      - b. North Hall/South Hall/Great Hall Party Surcharge
- Other Office Business

**3. Financial Report: Jane**

- A. April 2026 NOI was \$1,648; YTD NOI is \$2,200, which is \$4,968 less than the prior year due in large part to having admin payroll this year compared to none in March or April of 2025.
- B. General Fund balance - \$12,146.96
- C. Operating Reserves balance - \$88,026.53
- D. Dedicated funds balance - \$23,621.67

**4. Facilities Update: Jerry**

Full Facility Report attached.

## **Unity Member Facility Use - Definition/Cost Determination**

### **Effective September 1st, 2026 for all new bookings**

#### **Base Policy:**

Use of the Unity Spiritual Center facilities and campus is available to active members for personal events, wherein member pays Unity for any direct costs incurred by USCL, plus a love offering.

#### **Definition of Member Use:**

“Member Use” is defined as use for events hosted by members for their personal network of family and friends, including but not limited to gatherings, such as celebrations, weddings, memorial services, and parties.

#### **Determination of Direct Cost:**

Direct cost amount due (\$25 minimum base administrative fee) from the member is to be determined by USCL in consultation with the member shortly after the time of submission of request. Process of review would include discussion of the size of venue needed, the specific purpose of its use and the support functions needed to adequately execute the event and return the venue to its original condition. Main factor to be considered would be the member’s understanding of expectations and that member having adequate knowledge and person power to execute. Expectation would be that:

- a. Small Venues/Simple Events - Lodge Rooms (maybe South Hall) would likely not result in any added costs beyond the base fee, assuming that the member’s entourage can perform the functions needed in the time frame allowed (Saturdays in particular)
- b. Larger Venues/Multi-Task Events – North and Great Hall (maybe South Hall) would often result in USCL providing paid staff to execute aspects of both lead-in and wrap-up. This is to assure the best outcome for the member, plus assurance of a constant level of quality of our space for congregational use following the member’s use.

#### **Exclusions: Organizational or Group-Related Events:**

Events that are affiliated with, sponsored by, or primarily benefiting an external organization, club, business, or other group do not qualify as “Member Use,” even if a member is involved in planning or hosting. In such cases, the event will be scheduled under the **Non-Profit or Standard Rental Rate Structure**, with members eligible for the applicable non-profit discounted pricing when appropriate.

#### **Category Determination:**

USCL reserves the right to determine event classification based on above criteria.

## Tithes by Donation Range Summary Unity Spiritual Center of Lansing

January-December, 2025

Annual Donation Range	Weekly Avg.	Donor Count	Total Tithes	% of Total Tithes	% of Expenses (\$192,000)
> \$10,000	> \$192	3	32,551.67	18.89%	17%
\$5,000 - \$9,999	\$96 - \$191	7	53,937.43	31.31%	28%
\$1,000 - \$4,999	\$19 - \$95	29	74,180.62	43.05%	39%
\$500 - \$999	\$10 - 18	8	5,848.00	3.39%	3%
\$100 - \$499	\$2 - \$9	19	4,294.00	2.49%	2%
\$1 - \$99	< \$2	41	1,482.50	0.86%	1%
		<b>107</b>	<b>\$172,294.22</b>	<b>100%</b>	

### **Key Insights from the Data:**

- \$1,000 - \$4,999 is the largest single segment with 29 donors totaling \$74,180 (43.05% of the total revenue, and 39% of the total expense coverage).
- 10 donors (in the top two tiers) contribute over 50% of total donations and cover 45% of expenses.
- The majority of donors, 68 in the bottom 3 tiers, give less than 7% combined of the total revenue and cover 6% of the total expenses.

Number of Members in last five years.				
2026	2025	2024	2023	2022
65	72	77	68	72



**Team Name:** FACILITIES

**Team Facilitator:** JERRY PODANY

Mission Statement: *The mission of the Facilities Team is to ensure proper maintenance of our buildings and grounds; as well as our equipment.*

Main Responsibilities: *The team makes recommendations to the Board for major repairs and*

*capital expenditures. As the point of contact for contractors, they coordinate with professionals to supervise their work and are the main relationship with contracted services such as Doty for HVAC maintenance, and DeLau Fire Systems, to ensure Unity is successfully in compliance for safety and maintenance of the premises. They may form sub teams and task teams as needed.*

*Sub Teams: Formed as needed - Lawn Mowing, "Adopt-A-Garden-Bed", etc.*

*Task Teams: for special projects like painting or organizing.*

*Coordinates with Administration Team especially for budget needs and Venue Rental Team for special set up needs*

Events: *Supports Celebration Team for Easter Sunrise Service setup outside*

**Requests of and Action Items for the Board:** No Board action required For May 2026

**Current Goals and Objectives as well as Projects still pending:**

1. Decks
2. Parking lot weeds
3. Drains
4. Mowers
5. Fire Suppression System
6. Pond
7. Support
8. Poison ivy
9. Fireplaces

**Details:**

1. Stacy started Staining the south deck rail. Looks good. Tom and I will be joining her next week.
2. The parking lot weeds have returned. Jeff has graciously offered to spray this week. Thanks Jeff!
3. The storm/foundation drains in the subbasement are plugged with mud. Tom and I managed to open up several with a power washer. To be continued as a rainy-day project
4. We continue to mow and maintain mowers. We have 6 running mowers now.
5. I have a call in to Boynton Fire and Safety for a service estimate in lieu of DeLau. Waiting on a call back.
6. Check out the pond!! We dyed it blue. The dye has algae control.and will not hurt wildlife

7. The facilities team continues to Support all teams. Examples this month Closed the wall,( rental) Moved the kitchen island and equipment (kitchen Team), and set up Choir Risers for Sistrum (Celebration Team).
8. Following a severe reaction by Stacey from poison ivy exposure, we are spraying to control it and protect against others from exposure.
9. Given the apparent refusal for Fire Permit by Delhi Township, we've been asked by Jeff Benoit to ensure that the inside fireplaces are fully functional. Given this, I will endeavor to get chimney sweep estimates.

MAY 28 2026



Unity Spiritual Center of Lansing <unitylansingoffice@gmail.com>

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**Fw: Design Team Report BOARD ACTION NEEDED**

1 message

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Jane Cloos <j\_cloos@yahoo.com>

Wed, May 27, 2026 at 5:23 PM

To: Unity Spiritual Center of Lansing <unitylansingoffice@gmail.com>

Sent from Yahoo Mail for iPhone

Begin forwarded message:

On Wednesday, May 27, 2026, 4:50 PM, Susan Winkelstern <sue.winkelstern@yahoo.com> wrote:

**USCL Ministry Team Report Form2026 Date May 2026**  
**Team Name DESIGN Team Facilitator SUSAN WINKELSTERN**

*Main Responsibilities: Oversees the cohesive appearance in all decorating choices, plans special decor for holidays, determines appropriate permanent signage, display placements, choice of furniture, paint colors, deep cleaning  
Coordinates with Celebration Team, Hospitality Team, Administration Team*

*Events: "Deck the Halls", "Un-deck the Halls"  
Supports Inclusion Team with décor that reflects the Heritage Months*

**Requests of and Action Items for the Board**

The Design Team met on May 26, 2026. We need the board to answer Dan Maynard's poster request. Here is why:

The design team had a very passionate discussion regarding the proposed Unity Poster. For the first time as a team, we could not agree. **The discussion was so personally heartfelt and the opinions so strong on both sides, that a vote was not appropriate, and a solution was not obtainable.**

Here are some of the concerns and opinions on both sides:

- \*There is nowhere that a visitor can read a poster of what Unity is. One side adamantly believed there should be one.
- \*The poster is trying to convert people to Unity and that is not what we are about.
- \*The paragraph describing what our Unity is is very well written.
- \*There is too many words, it is too cluttered. It needs reorganization so it can be read easily and quickly.
- \*Do not think a poster is necessary, could have the poster information printed in a brochure.
- \*Most agreed that if a poster was made, that one would be sufficient and the placement would be somewhere in the hallway outside of the great hall. The position in the hallway was also **not** agreed on.

There is an example of the poster hanging on the bulletin board in the lodge. Here is Dan's request:

**Hello Sue,**

**Please find attached the poster I am proposing to the board.**

The purpose of this poster is to provide information to those who use our facility. While visitors enjoy the beauty and atmosphere of our campus, they may have questions regarding what Unity represents.

The proposed poster size is 18"x24". Pending board approval, I plan to have three copies printed and displayed in the following locations:

- The lobby of the Great Hall
- Inside the Great Hall
- The entryway to the Lodge

**unity**  
Spiritual Center  
of Lansing

*A positive path  
for spiritual living.  
All are welcome. ♥*

Unity Spiritual Center of Lansing is a welcoming spiritual community dedicated to inspiring personal growth, positive living, and a deeper connection with God through prayer, meditation, education, and service. Founded in the Unity movement founded in 1889, the center teaches that all people are inherently divine and encourages individuals to live with love, compassion, mindfulness, and purpose. Located in Lansing, Michigan, the center offers Sunday services, classes, events, meditation, and community outreach in an inclusive environment where people of all backgrounds are welcome to explore and strengthen their spiritual journey.

**THE FIVE PRINCIPLES OF UNITY**

<p><b>God is Everywhere</b> There is no heaven and no hell. We are all in the presence and in the love of God. We are all connected.</p>	<p><b>Human beings are Divine</b> Every person is created in the image and likeness of God and therefore possesses inherent goodness and spiritual potential.</p>	<p><b>Thoughts Create Experiences</b> Our thoughts, beliefs, and attitudes may shape our lives. Practice faith that nothing we believe is beyond growth and transformation.</p>	<p><b>Prayer and Meditation Connect us to God</b> Thought, reflection, prayer, and meditation are essential elements of God's presence and help connect with spiritual truth.</p>	<p><b>Living the Truth is Essential</b> Spiritual understanding is the strength and courage we need to face the challenges of life. Through love, compassion, forgiveness, and service.</p>
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**UNITY'S Prayer of Protection**

The light of God surrounds us.  
The love of God enlightens us.  
The power of God protects us.  
The presence of God sustains us.  
Whenever and ever, God is.  
And all is well.

*Spiritual growth. Community. Service.  
You belong here. ♥*

200 S. Washington Rd.  
Lansing, MI 48921

[www.unitylansing.org](http://www.unitylansing.org)

Unity Spiritual Center of Lansing

Team Name MINISTER

Team Leader REV SHARON KETCHUM

Main Responsibilities: The minister is responsible for building the organization, the programs, the interest, the support and the consciousness of the church. The minister is responsible for managing the day-to-day operations of the church, including but not limited to: supporting the Ministry Teams to fulfill their purpose, open communication with the President of the Board of Trustees, all other board members and members of the Leadership Council as to program progress, future event planning and other concerns.

### Requests of and Action Items for the Board

**Record E-Vote: To purchase 6 podium lights for \$1,200. Passed**

**Update: waiting for the church with the lights to make a final decision.**

Background: Currently we are having problems using the two different brands as they respond differently to the lighting control board. The lights are LEDs so, for example, when they are adjusted on the board, one may go red and the other blue.

Our original ones were no longer available when we finally added the additional lights.

Opportunity: Another church is getting rid of their lighting. We have an opportunity to purchase some used lights that match the original ones we purchased for \$200 each (\$1200 total) and then hopefully sell the 4 other lights which are a different brand.

FYI - new lights run about \$500. Money would come from our reserves.

1. **Insurance Policy:** Premiums have doubled in the last 3 years, from \$6,000 to \$12,000
  - a. **Guide One**, an insurance company under **Church Asset Management** provided a comparison of their policy and our current policy. Approximately \$1000/year savings. (Keith Mueller)
  - b. **Brotherhood Insurance** – our previous provider **Jared Short**, Ministry Insurance Specialist, Pierce-Carter Agency, 517-676-9366 Waiting for quote

### 2. **Adoption of Policy around member's use of the building.**

**NOTE: This will go through the Administration Team for suggestions prior to it being brought to the board meeting.**

### Facility Use Policy – Member Use

#### **Base Policy:**

Use of the Unity Spiritual Center facilities and campus is available to active members for personal events at the direct cost to the ministry, plus a love offering.

**Definition of Member Use:**

“Member Use” is defined as events hosted by members for their personal network of family and friends, including but not limited to gatherings such as celebrations, weddings, memorial services, and parties.

**Organizational or Group-Related Events:**

Events that are affiliated with, sponsored by, or primarily benefiting an external organization, club, business, or other group do not qualify as “Member Use,” even if a member is involved in planning or hosting.

In such cases, the event will be scheduled under the **Non-Profit or Standard Rental Rate Structure**, with members eligible for the applicable non-profit discounted pricing when appropriate.

**Final Determination:**

The Unity Spiritual Center reserves the right to determine event classification and applicable pricing based on the nature and purpose of the event.

**Current Goals and Objectives as well as Projects still pending**

1. **Education Team Leadership.** Pam Nelson has completed her commitment of six months and feels she is complete. We are currently looking for a new facilitator for the team.
2. **ZOOM CLASSES FYI** – An awareness that we are not receiving any love offerings from our zoom classes. Unknown if facilitators are receiving them directly – probably not. (Mondays Kathi Frederick, Tuesdays Lisa Schmidt, Wednesdays Bill Dietrich and Lucille Olson)
3. **Lodge chimney** was inspected for leaks and some additional sealant was applied to stack and flashing.
4. **September 20<sup>th</sup>** – Friendship Sunday, Picnic and kick-off to Beatles series
5. I was approached by the group Samaritus today about doing a one-hour presentation on Sunday June 21<sup>st</sup> about what they do for refugees - basically 3 areas:
  1. Unaccompanied refugees unofficially foster support in our homes
  2. Independent living - rent a room to a young person who has aged out (reached 18)
  3. Mentor a youth

I have vetted them in that they are inclusive of the LGBTQ community and that they do not proselytize as part of their program. They are inclusive of other faiths and work with the Muslim community.

**USCL - SUMMARY & ANALYSIS SHEET**  
**April 2026**

**Net Operating Income by Month, prep'd 05/07/26, jc**

	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Running YTD Total
Tithe & Class Income	17,460.64	11,117.59	13,644.53	12,595.73									54,818.49
Net Rental Income	1,151.52	1,141.10	1,744.57	2,167.65									6,204.84
Operating Expenses	(15,508.79)	(15,577.52)	(14,622.13)	(13,115.33)									(58,823.77)
<b>Net Operating Income (NOI)</b>	<b>\$ 3,103.37</b>	<b>\$ (3,318.83)</b>	<b>\$ 766.97</b>	<b>\$ 1,648.05</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,199.56</b>
Prior Year NOI	3,384.36	(1,249.21)	2,727.74	2,304.32									7,167.21
<b>Over/(Under) Prior Year</b>	<b>(280.99)</b>	<b>(2,069.62)</b>	<b>(1,960.77)</b>	<b>(656.27)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(4,967.65)</b>

**P&L Notes: 04-2026** Current ytd net revenue is under prior year by \$4,968, due in large measure to paying Admin wages for March & April this year compared to 2025 when Jessica was on maternity leave (a \$4,200 expense).

**General Fund Notes:** April's General Fund Checking increased by \$611.94; month-end balance is **\$12,146.96**. The change is detailed below.

**Operational Reserve Notes:** Operational Reserves earned \$98.31 in interest; month-end balance is **\$88,026.53**, which equals 5.29 months' of budgeted expenses at \$16,655/mo. \*There were \$694 in capital expenditures paid out of the General Fund but can be reimbursed to checking when necessary (will leave those funds in the interest bearing account for now).

**Restricted Funds Notes:** Month-end balance of all restricted funds is **\$23,621.67** (see BalSheet for breakdown).

**Budget Notes: 04-2026** YTD net revenue was \$2,338.06 under budget (see below).

MISCELLANEOUS ANALYSIS

<b>ACTUAL VS BUDGET ANALYSIS</b>		<b>Averages &amp; Projections w/o Rental Income</b>		Annualized Scenario	<b>(SURPLUS)/SHORTFALL COVERAGE SCENARIOS</b>	
<b>Actual vs Budget at 04/30/26</b>				Jan-Apr		
YTD NOI	2,199.56	Monthly Avg. Tithe & Class Income Only	13,704.62	164,455.47	<b>REQUIRED MONTHLY INCOME</b>	<b>\$ 14,705.94</b>
vs YTD Budget	4,537.62	Monthly Expenses	(14,705.94)	(176,471.31)	Average Monthly (Surplus)/Shortfall	\$ (549.89)
Amount Over/(Under) Budget	(2,338.06)	Avg. Montly (Shortfall) w/no Rental Income	(1,001.32)	(12,015.84)	Average Weekly (Surplus)/Shortfall	\$ (122.20)
% of YTD Budget	48.5%	Annualized Income Estimate w/o Rental Income		(12,015.84)	**Monthly add'l tithe needed per congregant	\$ (10.18)
<b>Actual YTD at 04/30/26 vs Annual Budget</b>		vs Annual 2026 Budget		(4,000.00)	**Weekly add'l tithe needed per congregant	\$ (2.26)
Actual YTD Net Operating Income	2,199.56	Amt (Over)/Under Budget at YE w/o Rental Income		(8,015.84)	Or, % increase needed per tithe	-4.01%
vs Total 2026 Budget	(4,000.00)				Add'l rental income needed weekly	\$ (10.18)
Amount Over/(Under) Budget	6,199.56				Add'l rental income needed monthly	\$ (122.20)
% of Annual Budget	-55.0%					
		<b>Conclusion:</b> For April, 2026, the annualized scenario shows that <b>we would not make budget without rental income.</b>			<b>**New tally of consistent donors is 54!**</b>	
					<i>Note: This section irrelevant during periods of positive net revenue.</i>	

<b>Operational Reserves</b>		
	4/30/2026	3/31/2026
LT Savings	2,542.63	2,542.53
LT MoMkt - Op Reserves	1,098.00	1,084.43
Edward Jones CD & MoMkt	84,385.90	84,301.26
<b>Total</b>	<b>88,026.53</b>	87,928.22
Variance = Interest (A/C 4200)	98.31	

<b>1934 Founders Fund</b>	
YTD Donations	\$ 17,902.00
Deck & Porch Materials	(1,510.15)
Windows	(11,780.00)
HVAC	(2,361.08)
<b>04/30/26 - Running Balance</b>	<b>\$ 2,250.77</b>

<b>Change in General Fund Detail</b>		<b>*Miscellaneous Reconciling Items:</b>	
Apr P&L NOI	1,648.05	Prior Period Undeposited Funds	-
CM Undep Funds	-	Change in Payroll Liabilities	(238.72)
*Misc. Items	(1,036.11)	Change in Short-Term Liability	
<b>Total</b>	<b>611.94</b>	Asset Addition (In-Kind & Reg) (op si)	(694.08)
Apr Cash +/-	611.94	Income Dep'd in Petty Cash (op sign)	(5.00)
<i>variance</i>	(0.00)	Interest Income (op sign)	(98.31)
		<b>Total</b>	<b>(1,036.11)</b>

**UNITY SPIRITUAL CENTER OF LANSING**  
**Comparative Profit & Loss Statement**  
For the Period Ending April 30, 2026

	Current Month				Year-to-Date			
	Apr 2026	Apr 2025	Change	% Change	Jan - Apr, 2026	Jan - Apr, 2025	Change	% Change
<b>Revenue</b>								
<b>4000 General Fund Income</b>								
<b>4001 Tithe Income</b>								
4005 Sunday Service Offering	6,632.00	6,542.00	90.00	1.38%	30,113.00	38,119.00	(8,006.00)	-21.00%
4010 Mailed In Tithes	2,350.00	2,895.00	(545.00)	-18.83%	11,290.00	7,941.00	3,349.00	42.17%
4011 Holiday Tithe			0.00		270.00		270.00	
4012 PayPal & CC Tithes	2,490.00	2,140.00	350.00	16.36%	9,421.00	8,736.50	684.50	7.83%
<b>Total 4001 Tithe Income</b>	<b>\$11,472.00</b>	<b>\$11,577.00</b>	<b>\$ (105.00)</b>	<b>-0.91%</b>	<b>\$51,094.00</b>	<b>\$54,796.50</b>	<b>\$(3,702.50)</b>	<b>-6.76%</b>
<b>4015 Other Misc. Income</b>								
4020 Coffee Hour	43.00	26.00	17.00	65.38%	97.00	96.00	1.00	1.04%
<b>Total 4015 Other Misc. Income</b>	<b>\$ 43.00</b>	<b>\$ 26.00</b>	<b>\$ 17.00</b>	<b>65.38%</b>	<b>\$ 97.00</b>	<b>\$ 96.00</b>	<b>\$ 1.00</b>	<b>1.04%</b>
<b>4050 USCL Classes, Wksp, Seminar</b>								
4055 Expenses USCL Classes/Workshops	(185.10)	(241.50)	56.40	23.35%	(554.88)	(844.00)	289.12	34.26%
<b>Total 4050 USCL Classes, Wksp, Seminar</b>	<b>\$ 627.90</b>	<b>\$ 257.50</b>	<b>\$ 370.40</b>	<b>143.84%</b>	<b>\$ 1,817.95</b>	<b>\$ 866.00</b>	<b>\$ 951.95</b>	<b>109.92%</b>
<b>4060 Facility Use Income</b>								
4061 Member Building Use Donation	445.00	45.00	400.00	888.89%	920.00	136.00	784.00	576.47%
4062 Nonprofit Use Fees	63.00	79.00	(16.00)	-20.25%	189.00	322.00	(133.00)	-41.30%
4063 Event Center Income	2,870.00	2,210.00	660.00	29.86%	8,062.50	4,780.00	3,282.50	68.67%
4065 Event Labor & Mat'l Expenses	(1,210.35)	(796.11)	(414.24)	-52.03%	(2,067.78)	(1,604.16)	(463.62)	-28.90%
4070 Rental Advertising Expenses			0.00		(898.88)		(898.88)	
<b>Total 4060 Facility Use Income</b>	<b>\$ 2,167.65</b>	<b>\$ 1,537.89</b>	<b>\$ 629.76</b>	<b>40.95%</b>	<b>\$ 6,204.84</b>	<b>\$ 3,633.84</b>	<b>\$ 2,571.00</b>	<b>70.75%</b>
4100 Bookstore Sales		5.00	(5.00)	-100.00%	15.00	55.00	(40.00)	-72.73%
<b>Total 4000 General Fund Income</b>	<b>\$14,310.55</b>	<b>\$13,403.39</b>	<b>\$ 907.16</b>	<b>6.77%</b>	<b>\$59,228.79</b>	<b>\$59,447.34</b>	<b>\$ (218.55)</b>	<b>-0.37%</b>
4200 Bank Interest Income	98.31	230.82	(132.51)	-57.41%	389.12	878.45	(489.33)	-55.70%
4400 In-Kind Donations	354.52	2,761.29	(2,406.77)	-87.16%	1,598.74	6,436.55	(4,837.81)	-75.16%
<b>Total Revenue</b>	<b>\$14,763.38</b>	<b>\$16,395.50</b>	<b>\$(1,632.12)</b>	<b>-9.95%</b>	<b>\$61,216.65</b>	<b>\$66,762.34</b>	<b>\$(5,545.69)</b>	<b>-8.31%</b>
<b>Cost of Goods Sold</b>								
4150 Bookstore Purchases			0.00		193.32		193.32	
<b>Total Cost of Goods Sold</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 193.32</b>	<b>\$ -</b>	<b>\$ 193.32</b>	
<b>Gross Profit</b>	<b>\$14,763.38</b>	<b>\$16,395.50</b>	<b>\$(1,632.12)</b>	<b>-9.95%</b>	<b>\$61,023.33</b>	<b>\$66,762.34</b>	<b>\$(5,739.01)</b>	<b>-8.60%</b>
<b>Expenditures</b>								
<b>6200 2395 Washington Rd Expenses</b>								
6205 Utility BWL Water	190.11	177.13	12.98	7.33%	741.29	689.93	51.36	7.44%
<b>6210 Utilities Consumers Gas &amp; Elect</b>								
6210a Gas	0.00	331.00	(331.00)	-100.00%	556.00	997.31	(441.31)	-44.25%
6210b Electricity Main Bldg	120.10	506.00	(385.90)	-76.26%	1,356.10	1,799.00	(442.90)	-24.62%
6210c Electricity Pole Barn	29.50		29.50		212.53	99.00	113.53	114.68%
6210d Electricity Lot Lighting	22.00	28.00	(6.00)	-21.43%	84.27	96.00	(11.73)	-12.22%
<b>Total 6210 Utilities Consumers Gas &amp; Elect</b>	<b>\$ 171.60</b>	<b>\$ 865.00</b>	<b>\$ (693.40)</b>	<b>-80.16%</b>	<b>\$ 2,208.90</b>	<b>\$ 2,991.31</b>	<b>\$ (782.41)</b>	<b>-26.16%</b>
6215 Delhi Twsp Sewer	126.85	119.94	6.91	5.76%	491.92	453.76	38.16	8.41%

	Current Month				Year-to-Date			
	Apr 2026	Apr 2025	Change	% Change	Jan - Apr, 2026	Jan - Apr, 2025	Change	% Change
6220 Washington Custodial	190.00	217.50	(27.50)	-12.64%	1,130.00	907.50	222.50	24.52%
6225 Washington Repair & Maintenance	105.88	(231.72)	337.60	145.69%	129.72	982.91	(853.19)	-86.80%
6228 Safety Systems			0.00		1,335.00	148.22	1,186.78	800.69%
6230 Trash & Recycle	55.00	55.00	0.00	0.00%	220.00	220.00	0.00	0.00%
6236 Landscape & Lawn Supply			0.00		68.97	162.18	(93.21)	-57.47%
6240 Insurance	1,036.63	818.88	217.75	26.59%	4,146.52	3,275.52	871.00	26.59%
6245 Cleaning & Maintenance Supplies		44.80	(44.80)	-100.00%	157.47	121.13	36.34	30.00%
6246 Restroom Supplies		18.93	(18.93)	-100.00%	140.84	53.32	87.52	164.14%
6250 Delhi Twp Tax Assessment			0.00		729.61	184.10	545.51	296.31%
<b>Total 6200 2395 Washington Rd Expenses</b>	<b>\$ 1,876.07</b>	<b>\$ 2,085.46</b>	<b>\$ (209.39)</b>	<b>-10.04%</b>	<b>\$11,500.24</b>	<b>\$10,189.88</b>	<b>\$ 1,310.36</b>	<b>12.86%</b>
<b>7000 Ministry Operating Expenses</b>								
<b>7010 Information Technology</b>								
7020 Internet and Telephone	417.51	388.12	29.39	7.57%	1,806.29	1,492.58	313.71	21.02%
7030 Website	91.00	91.00	0.00	0.00%	454.01	364.00	90.01	24.73%
<b>Total 7010 Information Technology</b>	<b>\$ 508.51</b>	<b>\$ 479.12</b>	<b>\$ 29.39</b>	<b>6.13%</b>	<b>\$ 2,260.30</b>	<b>\$ 1,856.58</b>	<b>\$ 403.72</b>	<b>21.75%</b>
<b>7100 Administrative Personnel</b>								
7110 Admin. Assist Compensation	1,920.00		1,920.00		7,596.00	4,224.00	3,372.00	79.83%
7112 Sunday Assistant	192.00		192.00		672.00		672.00	
7115 Accounting -other than bookkeep		2,112.00	(2,112.00)	-100.00%		4,224.00	(4,224.00)	-100.00%
7125 Payroll & 1099 Processing Fees	3.87	40.50	(36.63)	-90.44%	537.37	162.00	375.37	231.71%
7130 Payroll Taxes Expense	359.05	197.46	161.59	81.83%	1,411.38	1,246.90	164.48	13.19%
<b>Total 7100 Administrative Personnel</b>	<b>\$ 2,474.92</b>	<b>\$ 2,349.96</b>	<b>\$ 124.96</b>	<b>5.32%</b>	<b>\$10,216.75</b>	<b>\$ 9,856.90</b>	<b>\$ 359.85</b>	<b>3.65%</b>
<b>7300 Admin Office Equip/Supplies</b>								
7310 Copier Contract Charges	186.09	187.64	(1.55)	-0.83%	587.01	746.14	(159.13)	-21.33%
7320 Copy Paper			0.00		65.44		65.44	
7340 Postage			0.00		241.75	589.10	(347.35)	-58.96%
7350 Admin Office Supplies		3.31	(3.31)	-100.00%	23.98	648.13	(624.15)	-96.30%
7380 Computers			0.00		137.79	189.99	(52.20)	-27.48%
<b>Total 7300 Admin Office Equip/Supplies</b>	<b>\$ 186.09</b>	<b>\$ 190.95</b>	<b>\$ (4.86)</b>	<b>-2.55%</b>	<b>\$ 1,055.97</b>	<b>\$ 2,173.36</b>	<b>\$(1,117.39)</b>	<b>-51.41%</b>
<b>7400 Administrative Office Expenses</b>								
7410 Bank Fees		20.00	(20.00)	-100.00%		20.00	(20.00)	-100.00%
7420 Merchant Fees - Tithing & Classes	45.66	49.13	(3.47)	-7.06%	158.45	205.90	(47.45)	-23.05%
7425 Merchant Fees - Event Rentals	16.79	34.09	(17.30)	-50.75%	218.75	129.14	89.61	69.39%
7450 Dues & Subscriptions	15.90	15.90	0.00	0.00%	175.80	991.80	(816.00)	-82.27%
7480 Sales & Use Tax			0.00		54.00	28.62	25.38	88.68%
<b>Total 7400 Administrative Office Expenses</b>	<b>\$ 78.35</b>	<b>\$ 119.12</b>	<b>\$ (40.77)</b>	<b>-34.23%</b>	<b>\$ 607.00</b>	<b>\$ 1,375.46</b>	<b>\$ (768.46)</b>	<b>-55.87%</b>
<b>7500 Education and Training</b>								
7510 Board and Leadership Expenses	67.55	91.21	(23.66)	-25.94%	163.54	226.83	(63.29)	-27.90%
<b>Total 7500 Education and Training</b>	<b>\$ 67.55</b>	<b>\$ 91.21</b>	<b>\$ (23.66)</b>	<b>-25.94%</b>	<b>\$ 163.54</b>	<b>\$ 226.83</b>	<b>\$ (63.29)</b>	<b>-27.90%</b>
<b>7600 Ministerial Compensation</b>								
7610 Senior Minister Compensation	1,769.24	1,769.24	0.00	0.00%	7,076.96	7,076.96	0.00	0.00%
7620 Manse Allowance	2,307.70	2,307.70	0.00	0.00%	9,230.80	9,230.80	0.00	0.00%
<b>Total 7600 Ministerial Compensation</b>	<b>\$ 4,076.94</b>	<b>\$ 4,076.94</b>	<b>\$ -</b>	<b>0.00%</b>	<b>\$16,307.76</b>	<b>\$16,307.76</b>	<b>\$ -</b>	<b>0.00%</b>
<b>7650 Ministerial Expenses</b>								

	Current Month				Year-to-Date			
	Apr 2026	Apr 2025	Change	% Change	Jan - Apr, 2026	Jan - Apr, 2025	Change	% Change
7655 Ministerial Supplies			0.00		14.99	50.31	(35.32)	-70.20%
<b>Total 7650 Ministerial Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 14.99</b>	<b>\$ 50.31</b>	<b>\$ (35.32)</b>	<b>-70.20%</b>
7700 Gifts and Recognition Expenses		137.29	(137.29)	-100.00%	187.04	137.29	49.75	36.24%
<b>Total 7000 Ministry Operating Expenses</b>	<b>\$ 7,392.36</b>	<b>\$ 7,444.59</b>	<b>\$ (52.23)</b>	<b>-0.70%</b>	<b>\$30,813.35</b>	<b>\$31,984.49</b>	<b>\$(1,171.14)</b>	<b>-3.66%</b>
<b>7800 Tithe Expenses</b>								
7805 Unity World Headquarters	590.54		590.54		1,696.47		1,696.47	
7810 Unity Worldwide Ministries (UWM)		491.87	(491.87)	-100.00%	744.50	1,999.79	(1,255.29)	-62.77%
7820 Unity Great Lakes Conf (GLURC)	295.27	163.96	131.31	80.09%	1,220.46	666.60	553.86	83.09%
7830 Silent Unity		327.91	(327.91)	-100.00%		1,333.20	(1,333.20)	-100.00%
7850 Spiritual Enrichment Fund (SEF)	295.27	327.91	(32.64)	-9.95%	1,220.46	1,333.20	(112.74)	-8.46%
7870 Congregants' Choice	295.27	327.91	(32.64)	-9.95%	1,220.46	1,330.91	(110.45)	-8.30%
<b>Total 7800 Tithe Expenses</b>	<b>\$ 1,476.35</b>	<b>\$ 1,639.56</b>	<b>\$ (163.21)</b>	<b>-9.95%</b>	<b>\$ 6,102.35</b>	<b>\$ 6,663.70</b>	<b>\$ (561.35)</b>	<b>-8.42%</b>
<b>8000 Mission Fulfillment/TeamExpense</b>								
<b>8100 Youth and Family Ministries</b>								
8120 Supplies & Expenses	11.50		11.50		84.50		84.50	
<b>Total 8100 Youth and Family Ministries</b>	<b>\$ 11.50</b>	<b>\$ -</b>	<b>\$ 11.50</b>		<b>\$ 84.50</b>	<b>\$ -</b>	<b>\$ 84.50</b>	
<b>8200 Sunday Celebration Service</b>								
8210 Guest Speaker		325.00	(325.00)	-100.00%	475.00	325.00	150.00	46.15%
8215 Live Stream Technician	240.00	240.00	0.00	0.00%	1,040.00	1,020.00	20.00	1.96%
8220 Music Directors Compensation	812.08	812.08	0.00	0.00%	3,248.32	3,248.32	0.00	0.00%
8230 Guitarist, Bass Compensation	480.00	480.00	0.00	0.00%	1,980.00	2,100.00	(120.00)	-5.71%
8235 Drummer/ Sound Tech	300.00	300.00	0.00	0.00%	1,125.00	1,275.00	(150.00)	-11.76%
8240 Special Music / Soloists	240.00	180.00	60.00	33.33%	1,020.50	840.00	180.50	21.49%
8248 Sub Pianist		100.00	(100.00)	-100.00%	100.00	200.00	(100.00)	-50.00%
8250 Music Supplies / Expenses	11.85		11.85		33.68	159.94	(126.26)	-78.94%
8270 Audio & Video System Supplies			0.00		96.72		96.72	
8280 Sanctuary Flowers/Supplies/Deco	245.17	248.79	(3.62)	-1.46%	553.57	248.79	304.78	122.50%
8290 Congregant Handouts			0.00		129.45	680.70	(551.25)	-80.98%
<b>Total 8200 Sunday Celebration Service</b>	<b>\$ 2,329.10</b>	<b>\$ 2,685.87</b>	<b>\$ (356.77)</b>	<b>-13.28%</b>	<b>\$ 9,802.24</b>	<b>\$10,097.75</b>	<b>\$ (295.51)</b>	<b>-2.93%</b>
<b>8400 Hospitality &amp; Social Events</b>								
<b>8410 Hospitality Team Supplies</b>								
8420 Food and Beverages	29.95	125.92	(95.97)	-76.22%	224.46	189.92	34.54	18.19%
8430 Paper Goods		70.58	(70.58)	-100.00%	76.72	102.08	(25.36)	-24.84%
8440 Kitchen Supplies		39.20	(39.20)	-100.00%	169.91	317.31	(147.40)	-46.45%
<b>Total 8410 Hospitality Team Supplies</b>	<b>\$ 29.95</b>	<b>\$ 235.70</b>	<b>\$ (205.75)</b>	<b>-87.29%</b>	<b>\$ 471.09</b>	<b>\$ 609.31</b>	<b>\$ (138.22)</b>	<b>-22.68%</b>
<b>Total 8400 Hospitality &amp; Social Events</b>	<b>\$ 29.95</b>	<b>\$ 235.70</b>	<b>\$ (205.75)</b>	<b>-87.29%</b>	<b>\$ 471.09</b>	<b>\$ 609.31</b>	<b>\$ (138.22)</b>	<b>-22.68%</b>
<b>8700 Inclusion &amp; Diversity Team</b>								
8720 Events & Activities					50.00	50.00	0.00	0.00%
<b>Total 8700 Inclusion &amp; Diversity Team</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 50.00</b>	<b>\$ 50.00</b>	<b>\$ -</b>	<b>0.00%</b>
<b>Total 8000 Mission Fulfillment/TeamExpense</b>	<b>\$ 2,370.55</b>	<b>\$ 2,921.57</b>	<b>\$ (551.02)</b>	<b>-18.86%</b>	<b>\$10,407.83</b>	<b>\$10,757.06</b>	<b>\$ (349.23)</b>	<b>-3.25%</b>
<b>Total Expenditures</b>	<b>\$13,115.33</b>	<b>\$14,091.18</b>	<b>\$ (975.85)</b>	<b>-6.93%</b>	<b>\$58,823.77</b>	<b>\$59,595.13</b>	<b>\$ (771.36)</b>	<b>-1.29%</b>
<b>Net Operating Revenue</b>	<b>\$ 1,648.05</b>	<b>\$ 2,304.32</b>	<b>\$ (656.27)</b>	<b>-28.48%</b>	<b>\$ 2,199.56</b>	<b>\$ 7,167.21</b>	<b>\$(4,967.65)</b>	<b>-69.31%</b>
<b>Net Revenue</b>	<b>\$ 1,648.05</b>	<b>\$ 2,304.32</b>	<b>\$ (656.27)</b>	<b>-28.48%</b>	<b>\$ 2,199.56</b>	<b>\$ 7,167.21</b>	<b>\$(4,967.65)</b>	<b>-69.31%</b>

# Unity Spiritual Center of Lansing

## Balance Sheet

As of April 30, 2026

	As of Apr 30, 2026	As of Mar 31, 2026 (PP)	Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Bank Accounts</b>				
1000 Lake Trust Checking 7760	12,146.96	11,535.02	611.94	5.31%
1010 Lake Trust Savings 7750	2,542.63	2,542.53	0.10	0.00%
1020 Petty Cash	96.72	91.72	5.00	5.45%
1025 Bookstore Cash Box	30.00	30.00	0.00	0.00%
<b>1029 Reserve Accts (Money Mkt) 1620</b>				
1030a Temporary Restricted Funds	2,250.77	2,250.77	0.00	0.00%
1030b Repair, Maintenance & Project Fund	1,005.72	985.72	20.00	2.03%
1030c Rental Deposits	14,404.00	8,154.00	6,250.00	76.65%
1030d SEF Reserves	3,238.94	3,239.85	(0.91)	-0.03%
1030f Reserved Kitchen Improvement	2,722.24	2,567.25	154.99	6.04%
1032 Operational Reserves	1,098.00	1,084.43	13.57	1.25%
<b>Total 1029 Reserve Accts (Money Mkt) 1620</b>	<b>\$ 24,719.67</b>	<b>\$ 18,282.02</b>	<b>\$ 6,437.65</b>	<b>35.21%</b>
1038 Edward Jones - CD	56,000.00	56,000.00	0.00	0.00%
1038a Edward Jones Money Market	28,385.90	28,301.26	84.64	0.30%
<b>Total 1038 Edward Jones - CD</b>	<b>\$ 84,385.90</b>	<b>\$ 84,301.26</b>	<b>\$ 84.64</b>	<b>0.10%</b>
<b>Total Bank Accounts</b>	<b>\$ 123,921.88</b>	<b>\$ 116,782.55</b>	<b>\$ 7,139.33</b>	<b>6.11%</b>
<b>Total Current Assets</b>	<b>\$ 123,921.88</b>	<b>\$ 116,782.55</b>	<b>\$ 7,139.33</b>	<b>6.11%</b>
<b>Fixed Assets</b>				
<b>1300 Equipment</b>				
1310 Computers, Electronics & AV	12,033.82	12,033.82	0.00	0.00%
1315 Facility Maintenance Equipment	559.05	559.05	0.00	0.00%
1317 Landscape & Grounds Equip	4,619.00	4,619.00	0.00	0.00%
1320 Golf Carts	2,405.00	2,405.00	0.00	0.00%
1330 Bldg Systems Equip	88,206.35	88,206.35	0.00	0.00%
1340 Life Safety	19,320.00	19,320.00	0.00	0.00%
<b>Total 1300 Equipment</b>	<b>\$ 127,143.22</b>	<b>\$ 127,143.22</b>	<b>\$ -</b>	<b>0.00%</b>
1500 Furniture and Fixtures	49,472.93	49,472.93	0.00	0.00%
<b>1600 Real Estate</b>				
1630 2395 Washington Rd	582,410.00	582,410.00	0.00	0.00%
1631 Purchase Costs	17,500.00	17,500.00	0.00	0.00%
<b>Total 1630 2395 Washington Rd</b>	<b>\$ 599,910.00</b>	<b>\$ 599,910.00</b>	<b>\$ -</b>	<b>0.00%</b>
1635 Building Renovations	67,201.00	67,201.00	0.00	0.00%
1636 Architectural Fees	9,700.00	9,700.00	0.00	0.00%
1637 Ramps	5,056.00	5,056.00	0.00	0.00%
1638 Signage	32,054.96	32,054.96	0.00	0.00%

	As of Apr 30, 2026	As of Mar 31, 2026 (PP)	Change	% Change
1639 Windows	13,084.24	12,390.16	694.08	5.60%
1640 Activity Room Reno	21,034.80	21,034.80	0.00	0.00%
1645 Activity Room Restrooms	10,605.38	10,605.38	0.00	0.00%
1650 Roof Replacement - 2024	134,811.96	134,811.96	0.00	0.00%
1652 Decks	1,510.06	1,510.06	0.00	0.00%
<b>Total 1635 Building Renovations</b>	<b>\$ 295,058.40</b>	<b>\$ 294,364.32</b>	<b>\$ 694.08</b>	<b>0.24%</b>
<b>1660 Outbuilding Renovations</b>				
1662 Pole Barn	199.00	199.00	0.00	0.00%
1664 Pump House	443.37	443.37	0.00	0.00%
<b>Total 1660 Outbuilding Renovations</b>	<b>\$ 642.37</b>	<b>\$ 642.37</b>	<b>\$ -</b>	<b>0.00%</b>
<b>1670 Land Improvements</b>				
1672 Parking Lot Improvements	17,502.05	17,502.05	0.00	0.00%
1674 Exterior Benches & Pads	10,996.86	10,996.86	0.00	0.00%
<b>Total 1670 Land Improvements</b>	<b>\$ 74,498.91</b>	<b>\$ 74,498.91</b>	<b>\$ -</b>	<b>0.00%</b>
<b>Total 1600 Real Estate</b>	<b>\$ 970,109.68</b>	<b>\$ 969,415.60</b>	<b>\$ 694.08</b>	<b>0.07%</b>
1900 Acc'd Depreciation/Amortization	(561,140.77)	(561,140.77)	0.00	0.00%
<b>Total Fixed Assets</b>	<b>\$ 585,585.06</b>	<b>\$ 584,890.98</b>	<b>\$ 694.08</b>	<b>0.12%</b>
<b>TOTAL ASSETS</b>	<b>\$ 709,506.94</b>	<b>\$ 701,673.53</b>	<b>\$ 7,833.41</b>	<b>1.12%</b>
<b>LIABILITIES AND EQUITY</b>				
<b>Liabilities</b>				
<b>2020 Payroll Liabilities Payable</b>				
2040 Federal Taxes (941/943/944)	212.00	212.00	0.00	0.00%
2041 Medicare Payable	136.11	136.09	0.02	0.01%
2042 Social Security Payable	581.98	581.96	0.02	0.00%
2050 MI - Cities Work Tax	9.70	9.70	0.00	0.00%
2060 State Withholding Payable	126.16	364.92	(238.76)	-65.43%
<b>Total 2020 Payroll Liabilities Payable</b>	<b>\$ 1,065.95</b>	<b>\$ 1,304.67</b>	<b>\$ (238.72)</b>	<b>-18.30%</b>
<b>2200 Liabilities Held in LT MoMkt</b>				
2205 Temporary Restricted Funds	2,250.77	2,250.77	0.00	0.00%
2212 Repair, Maintenance & Project Fund	1,005.72	985.72	20.00	2.03%
2215 Rental Deposits	14,404.00	8,154.00	6,250.00	76.65%
2231 SEF Liability	3,238.94	3,239.85	(0.91)	-0.03%
2234 Kitchen Improvement Fund	2,722.24	2,567.25	154.99	6.04%
<b>Total 2200 Liabilities Held in LT MoMkt</b>	<b>\$ 23,621.67</b>	<b>\$ 17,197.59</b>	<b>\$ 6,424.08</b>	<b>37.35%</b>
<b>Total Liabilities</b>	<b>\$ 24,687.62</b>	<b>\$ 18,502.26</b>	<b>\$ 6,185.36</b>	<b>33.43%</b>
<b>Equity</b>				
32000 Unrestricted Net Assets	682,619.76	682,619.76	0.00	0.00%
Net Revenue	2,199.56	551.51	1,648.05	298.83%
<b>Total Equity</b>	<b>\$ 684,819.32</b>	<b>\$ 683,171.27</b>	<b>\$ 1,648.05</b>	<b>0.24%</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 709,506.94</b>	<b>\$ 701,673.53</b>	<b>\$ 7,833.41</b>	<b>1.12%</b>
	Ties to P&L - YTD NOI		Ties to P&L - CM NOI	

Thursday, May 07, 2026 11:01:35 AM GMT-7 - Accrual Basis