



USCL Board of Trustees Meeting Minutes

May 31, 2026

Zoom Link: 177-417-886 Passcode: 601744

PLEASE MUTE CELL PHONES

Board Members: Jeff Benoit – Present, Jane Cloos – Present, Tom Cody – 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), LuAnne Champion – No (Prayer)

Call to Order: 12:03 pm

Chrissie Shearer

Opening Prayer

Rev. Sharon Ketchum

Vision & Mission Statements (read together)

Chrissie Shearer

***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)

Approval of the Agenda

Motion by Jeff Benoit to approve the agenda as amended.

Second by Jill Dening

Yes Votes: Chrissie, Donnette, Jane

Approval of Minutes Dated April 26, 2026

Motion by Donnette Pinkerton to approve the minutes as written.

Second by Jane Cloos

Yes Votes: Chrissie, Jeff, Jill

Consent Agenda

I.	Outreach Social Team	Report, Action		Lisa Haston & Nancy Cody
II.	Education Team	Report, Action		Pam Nelson
III.	Celebration Team	No Report		Jeff English
IV.	Hospitality Team	Report, No Action		Nan Podany & Chris McEnhill
V.	Administration Team	Report, Action		Jeff Benoit
VI.	Facility Grounds Team	Report, No Action		Jerry Podany
VII.	Design Team	Report, Action		Sue Winkelstern
VIII.	Youth & Family Team	No Report		Danielle McMahon
IX.	Nominating TEAMWORK COMPLETE		N/Au	
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

Approval of Consent Agenda

Motion by Jane Cloos to approve the consent agenda as written.

Second by Chrissie Shearer

Yes Votes: Donnette, Jeff, Jill

New Business/Team Action Items

- 1. Outreach Social Team** – The Outreach Social team wants to know if there is a budget for a picnic? Yes, the Outreach Social team has \$100 annual budget. Please reach out to the BOT if additional money is required.
- 2. Education Team** – Pam Nelson has requested to stepdown as the Education team facilitator. Board discussion and agreement to honor Pam's to relieve her no later than September 1, 2026. In the interim, Rev. Sharon will put a notice in the newsletter that we're seeking a new Education team facilitator. We will also mention this at the July Townhall meeting.
- 3. Administration Team** – Review, brief discussion, and approval of the **Unity Member Facility Use** policy. Jane presented the tithes summary she prepared for the July Townhall and asked for board feedback. We all agreed we liked the current format. Jeff noted that he wants to add a discussion for the rental income to eventually be used for facility maintenance allocation and not to be used for operating costs.

Motion by Jeff Benoit to approve the Unity Member Facility Use policy as written.

Second by Jane Cloos

Yes Votes: Chrissie, Donnette, Jill

- 4. Design Team** – The Design Team had a very passionate discussion regarding Dan Maynard's Unity Poster proposal, but they were unable to reach a resolution. They requested the Board

respond to Dan Maynard's poster request. The BOT reviewed Dan's proposal and agreed that this issue will be tabled for 3 months. During this time, the BOT will consider the creation of a marketing sub-team to ensure that we don't blur the lines between Unity Spiritual Center, the church and Unity Venues, the rental facility.

Board Only Item

Minister's Report

Rev. Sharon Ketchum

1. Record 05/04/26 E-Vote approval to purchase 6 podium lights for \$1,200.
2. Insurance Options – Board review and discussion on the options provided by Guide One and Brotherhood Insurance.

Motion by Donnette Pinkerton to stay with Church Mutual Insurance.

Second by Chrissie Shearer

Yes Votes: Jane, Jeff, Jill

3. Adoption of Members Facility Use Policy – Previously reviewed and approved.

Treasurer's Report

Jane Cloos

1. April's NOI is \$1,248. YTD is \$2,200.
2. Operational Reserves balance is \$88,027.
3. Blessed the tithes to this month's recipients – Unity Headquarters, Great Lakes Region, the Spiritual Enrichment Fund (SEF), 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 – Status on salting options for parking lot. Rev. Sharon & Jerry researching and will report back with information.
4. Stage lights. The board approved purchase of 6 new lights; waiting on seller.
5. Livestream radio static ongoing problem. Suspect issue is now 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. Roof leaks in upper lodge next to fireplace. COMPLETED
8. Sign by Unity Kitchener onsite; need to determine usage.
9. Marketing sub-team creation.
10. Blinds for GH.

Other Business

- **Fire Pit** – Delhi Township has refused our request for a fire permit for 2026; although we've received no formal reply, this information was conveyed orally from Ron Venner. Upon additional research performed during the BOT meeting, we found that Delhi Township

passed a resolution not to issue fire permits for any commercial properties in 2026. USCL is considered a commercial property.

Announcement

- *USCL Board of Trustees Meeting – June 28, 2026*
- *Quarterly Townhall Meeting – July 12, 2026*

Meeting Adjourned at 2:17 pm

Respectfully submitted by Jill Dening, Secretary

