

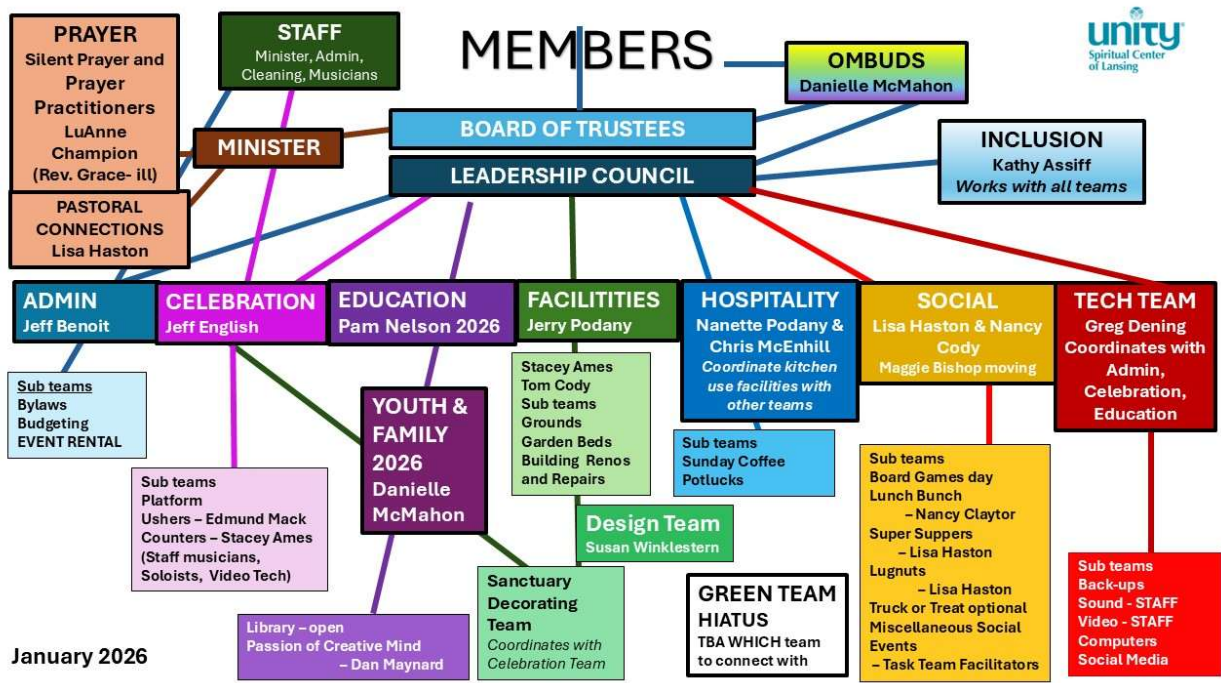


Bi-Annual USCL Board of Trustees & Leadership Council Planning Meeting Minutes

April 26, 2026

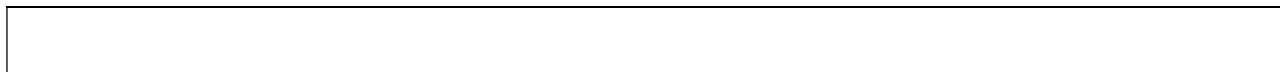
Zoom Link: 177-417-886 Passcode: 601744

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, Action | 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 McMahon |
| 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 McMahon |
| 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 comp 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