



USCL Board of Trustees Meeting Minutes

September 27, 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), Rev. Sharon Ketchum – Yes (Education), Nancy Cody – No & Lisa Haston- No (OSAT), Kathy Assiff– No (Diversity & Inclusion), Greg Dening – No (Tech Team), Danielle McMahon – No (Youth & Family), LuAnne Champion – No (Prayer)

Call to Order: 12:05 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 Jill Dening to approve the agenda as amended.

Second by Jeff Benoit

Yes Votes: Chrissie, Donnette, Jane

Approval of Minutes Dated August 23, 2026

Motion by Donnette Pinkerton to approve the minutes as written.

Yes Votes: Chrissie, Jane, Jeff, Jill

Consent Agenda

I.	Outreach Social Team	No Report	Lisa Haston & Nancy Cody
II.	Education Team	No Report (mtg 10/11)	Sharon Ketchum
III.	Celebration Team	No Report	Jeff English
IV.	Hospitality Team	Report, No Action	Nan Podany & Chris McEnhill
V.	Administration Team	Report No Action	Jeff Benoit
VI.	Facility Grounds Team	Report, Action	Jerry Podany
VII.	Design Team	No Report(Facilities)	Sue Winkelstern
VIII.	Youth & Family Team	No Report (Education)	Danielle McMahon
IX.	Nominating Team	2026 Team to Start in November	Sharon Ketchum
X.	Inclusion/Diversity Team	No Report (Minister)	Kathy Assiff
XI.	Tech Team	No Report (Admin)	Greg Dening
XII.	Prayer Team	No Report (Minister)	LuAnne Champion

Approval of Consent Agenda

Motion by Chrissie Shearer to approve the consent agenda.

Yes Votes: Donnette, Jane, Jeff, Jill

New Business/Team Action Items

1. **Facility Team** – The Facility Team request approval to hire Master Trees Service for yard clean up and either remaining tree maintenance or removal. The BOT reviewed the document provided, walked out to look at the tree and surrounding ground, then discussed the pros and cons of performing ongoing maintenance versus complete removal.

Motion by Jeff Benoit to approve up to \$3,400 to remove the tree. The money for this project will be funded as follows: \$1,000 from the Repair & Maintenance Fund; \$1,400 from Savings; and \$1,000 from Operational Reserves.

Second by Jane Cloos

Yes Votes: Chrissie, Donnette, Jill

2. **Rental Team** – Request by chiropractor, Dr. Laucher's to continue to provide adjustments to fellow LABP members, on a bi-weekly basis, and to leave his adjustment table here in between meetings. Several questions were asked during the discussion, including whether Dr. Laucher is charging for his services and what type of liability this might be for USCL? Jane stated that when Dr. Laucher stopped by the office, he indicated that he is willing to provide/include USCL with his insurance. Jeff explained that he only recently learned that Dr. Laucher was providing this service when he attended a LABP meeting which is why Dr. Laucher was told by the LABP president he had to discontinue providing this service.

Tabled until we can confirm whether Dr. Laucher is charging for his services. Rev. Sharon stated that we may need to consult with Delhi Township about this specific scenario and/or hire an attorney.

3. **Design/Unity Posters** – Revisit after the October marketing meeting.

4. **Townhall Meeting 10/26/2026** – After reviewing the October calendar the decision was made to move the BOT only meeting to 10/18/2026 and then on 10/26/2026 the Bi-Annual Leadership Council meeting will be held after the townhall meeting.

Topics

- Overview of the financials and include a slide outlining the operating budget (e.g., \$17,000/month to operate USCL).
- Discuss current maintenance projects (e.g., Painting kitchen & Great Hall, Removal of willow tree)
- Members vote regarding hanging posters.
- Ask for feedback on Friendship Sunday/Bring a Friend.

Minister's Report

Rev. Sharon Ketchum

1. **Organizational Chart & Consent Agenda** – Request to adopt new organizational chart and reorganize consent agenda.

Motion by Chrissie Shearer to approve the Leadership Organizational Chart and the reorganized Consent Agenda.

Second by Donnette Pinkerton

Yes Votes: Jane, Jeff, Jill.

2. **Nominating Team** – There are four open BOT seats in 2027. Two seats are for a full 3-year term. One seat is for the remaining 2 years of Jeff's term and possibly fill a third full 3-year term seat. Request to appoint BOT representative for the Nominating Team. Chrissie Shearer agreed to represent the BOT.
3. **Annual Reviews** – Request to add annual 360 review to the yearend agenda. After additional discussion, decision reached to move to January 2027 and add to the Old Business/Outstanding Issues list.
4. **Fire Permit Update** – The drum circle has ended so the fire permit issue with Delhi Township is on hold until we have a new request, with a specific date and then Rev. Sharon will request in person.
5. **Painting Great Hall** – Waiting for a quote for painting the Great Hall, hallway/entry, kitchen to LABP member Franks Painting Service.
6. **Marketing Team Update** – The next Marketing Team meeting is scheduled in October to hear a report from Gunner and plan our next steps. Lisa Schmidt has offered to list our activities in the City Pulse.
7. **Great Lakes Regional Conference** – Conference held September 21-23rd in Indianapolis, IN and was attended by Rev. Sharon and LuAnne Champion.
- a) Requesting an in-person weekend with Martha Creek in 2028.
 - b) Tentative booking of musician David Roth for September 2027.
 - c) Will be adding a service component to our Congregant's Choice process so we can be a community of action.

Some Conference Takeaways
 Complain or Contribute?
 Are we dissolving or evolving?
 Be an Upstander, not a Bystander.
 Separate Facts and Feelings

Treasurer's Report

Jane Cloos

1. **Profit or Loss:** August 2026 NOI was \$32.82. YTD NOI \$1,526.78.
2. Current YTD NOI is \$1,864 less than 2025, but \$3,482 better than budget.
3. **Bank Balances:** General Fund Checking - \$8,103.14; Operating Reserves - \$88,957.11; Restricted Funds - \$16,594.35.
4. **Congregational Financial Education:** A member asked Jane about Unity's average monthly operating expenses (which are about \$17,000). In response, Jane plans to:
 - a) Include simplified income and expense slides in the weekly E-news.
 - b) Ask various congregants for input on what they think would help people understand Unity's consistent monthly financial needs?

Blessed the tithes to this month's recipients – Unity Headquarters, Great Lakes Region, the Spiritual Enrichment Fund (SEF), and to the Congregants' Choice Southside Community Kitchen.

Old Business – Outstanding/Unresolved Issues

1. Paint kitchen & Great Hall. Sharon has a lump sum quote: waiting for breakdown. Will get a couple additional quotes.
2. Extreme Weather – Status on salting options for parking lot. Rev. Sharon & Jerry will resume investigating when issue becomes relevant again.
3. Stage lights. The board approved purchase of six new lights; waiting on seller.
4. Sign by Unity Kitchener onsite; need to determine usage.
5. Placement of old blinds in the South Hall.
6. Design Team / Unity Posters – relook at after October marketing meeting.
7. Camera adjustment to eliminate the pink appearance on-line. Sharon will contact Bill Bartlison to schedule.
8. Clarification for the rental team involving "for profit" rental customers.
9. 360 Review – Target early 2027.

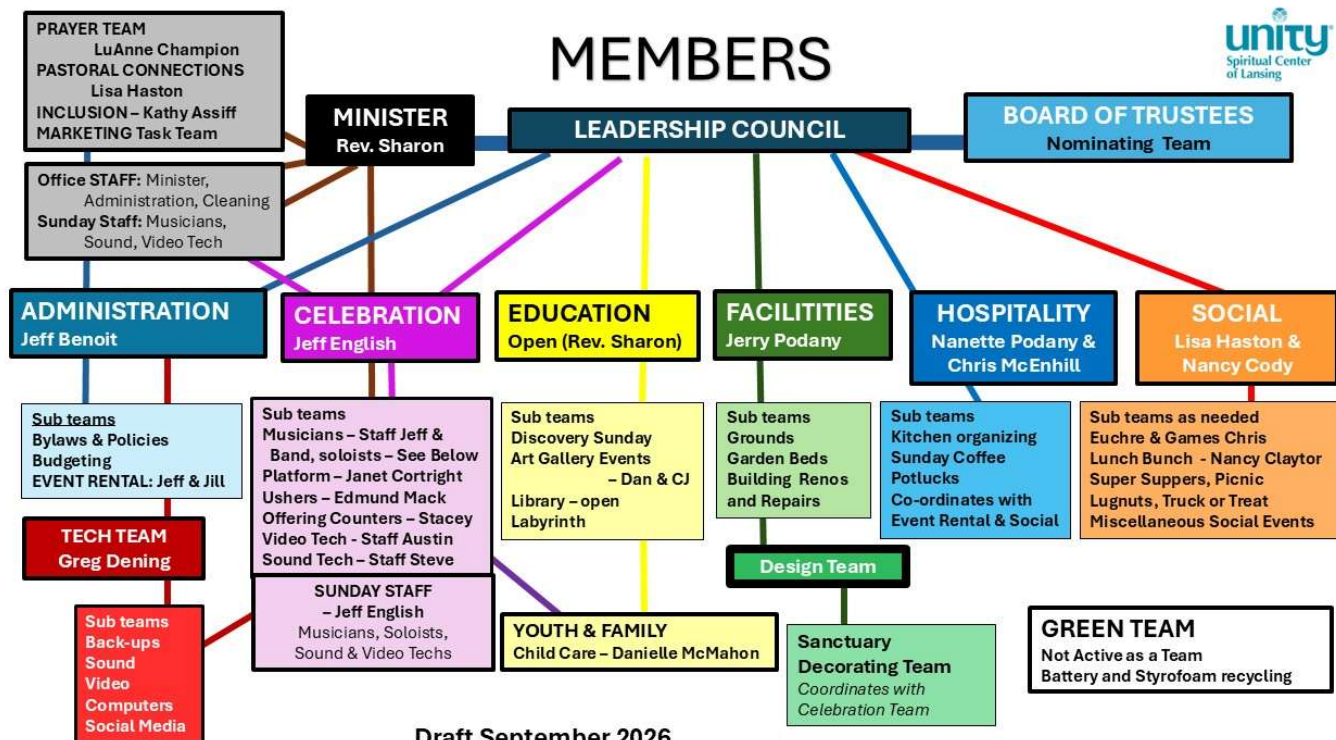
Other Business

Announcement

- **USCL Board of Trustees Meeting – October 18, 2026**
- **Townhall and Bi-Annual Leadership Council Meeting – October 25, 2026**

Meeting Adjourned at 2:21 pm

Respectfully submitted by Jill Denning, Secretary



Draft September 2026