

Agenda USCL Leadership Council & Board of Trustees Meeting May 28th, 2021

6:30 pm Zoom On-Line Meeting Agenda

Meeting ID: 177 417 886 Passcode: 601744 Board

Members: Dan Maynard, Kathleen Assiff, Casey Miller, Jane Cloos, Nancy Cody, Lee Nelson
Absent: Sharon Ketchum (non-voting)

Team Leaders: Jerry Podany (Admin and Project Management) , Jeff English (Celebration)
Building Task Team Leaders: Sue Winklestern (Design), Nanette Podany (Kitchen), Jerry Podany (Project Management)

Call meeting to order: Pray in:

Reaffirm mission and vision statements

Mission: Spiritual awakening to our Oneness with God, with each other and with all creation.
Vision: A world powerfully transformed through a growing movement of shared spiritual awakening.

Approval of Agenda:

Approve minutes of April 26th Leadership Council Meeting

Recording of E-votes

May 4th, Dan made a motion to approve up to \$6,000 to replace the heat exchanger in the main furnace. (John E. Green Company) Seconded by Jane. Yes votes: Dan, Jane, Lee, Chrissie

Treasurer's Report Jane

Review of Renovation Cash Flow: *"Back-up Information for Agenda"*

Teams and Minister Reports

New Business

1. Approval of new policy on Bill payment approval See *"Back-up Information for Agenda"*
2. Decision on Sign Vendor and Expenditure – Information sent prior to meeting
3. Decision on Fire Alarm contractor and expenditure See *"Back-up Information for Agenda"*
4. NVC Small Group and Workshop Dates Lee Nelson
5. Discussion: Creating policy of posting of signage, symbols

Discussion on Opening Building to Small Groups, Sunday See *"Back-up Information for Agenda"*

Adjourn Meeting

Back-up information for agenda

Treasurer's Report

Extraordinary expenses for April 2021

7800	Tithe Expenses - NVC training nonrepeating	\$ 3,000
7200	Prof. Fees – Realtor non-repeating	\$ 5,455
7380	QuickBooks Program for Desktop non-repeating	\$ 689
<u>8200</u>	<u>Sunday Service Expenses for Month</u>	<u>\$ 1,922</u>
	TOTAL	\$ 11,066

	<u>April 21</u>	<u>March 21</u>	<u>YTD April 21</u>	<u>YTD April 20</u>
Income	\$ 7542.34	\$10,705.88	\$50,569.45.55	\$52,886.02
Expenses	\$19,940.79	11,906.47	53,626.82	50,763.93
Net Ordinary	<12,398.45>	<1,200.59>	<\$ 3,057.37>	\$2,122.09
Other Inc.	\$49,984.25	\$42,724.59	\$40,863.54	\$304,359.78
Other Exp	31,232.85	28,734.33	\$92,292.81	\$119,865.55
Net Other	\$18,751.40	14,161	<\$51,430.27>	184,494.23
NET INCOME	\$ 6,352.95	\$ 12,980.68	<\$54,487.64>	\$186,616.32

RENOVATION CASH FLOW-

We can cover all planned building and external expenses as planned with current cash assets

Based on Balance Sheet May 12th, 2021

CASH

Savings account plus checking	\$ 40,007	about \$20,000 of this is in checking
Money Market	\$ 83,820	Note this does NOT include reserves
TOTAL	\$ 123,827	\$153,718.50

Contracts and bills coming

Balances due

Contracts and bills coming	Balances due	
Great Hall Repairs		\$ 61,300
Electric Water Coolers	\$1000	\$1700 paid instead of \$2600 New – permit & electrician/plumber
Fire Alarm equipment	\$ 50,000	waiting for quotes
Architect - Balance	\$ 3,000	estimate
HVAC tune-up	\$ 1,000	waiting for bill
Heat Exchanger Replacement	\$ 6,000	Installed May 21 st

Could be lower

Foundation and Chimney	\$ 1,300	Deck replacement, Chimney Cap	
Great Hall Roof Repair	Paid	\$400 Pryor	
Outside Code Requirements			
SIGN Permanent Road sign	\$ 30,000	Contractor TBD	\$30,000
Landscaping	Paid	\$26,000 Luke's Landscaping instead of \$28,000	Barnhart & Son
Grease trap emptying	Paid	\$1175 Roto Rooter, Ball Septic	
Sanitation Station	Paid	\$10,000 instead of \$11,000	
Mud jacking Entry to Great Hall	Paid	\$1980.82 Ayers Basements	
Live Streaming			\$ 3,000
Video Equipment	\$ 3,000	Pd \$10,300 Willows final bill	
3 Television Monitors	Paid	\$2394 ABC Warehouse	
Sound system	Paid	\$11,000 Color of Sound	
Miscellaneous supplies, labor	Paid	Wiring, odd pieces \$3,000	
LODGE			\$ 27,650
Ramp	\$ 5,000	May be gifted	held back \$1000
ADA Bathroom and Office	\$ 20,000	Electrician, Plumber, Volunteers	
Lodge Roofing	PAID	14,000 Simon Roofing	
Gutters	\$ 1,650	Approved but still to do done	
Chimneys	Paid	\$1800 Ship Tight	
Foundation Repair	\$ 1,000	\$9000 Ship Tight	
TOTAL BILLS to COME	\$121,950		

Low Priorities Projects

Lodge lower-level Bathrooms	\$ 2,000	SWAG
Front Door for Lodge	\$ 1,000	SWAG
Lodge lower-level Flooring	\$ 2,000	SWAG
Fridge for Fellowship Kitchen	PAID	\$1700 Fundraiser \$1800

1. APPROVAL OF NEW POLICY:

On contracts on the property for over \$1000, Dan Maynard and Jerry Podany, Project Managers, both need to sign off on the completion of the work prior to releasing a check.

Consider: Does this need to be expanded to "On contracts or \$1,000, two people need to signoff on completion of the contract prior to releasing a check."

2. ROADSIDE SIGN – information sent separately.

Recommendation: To hire Johnson Signs to install a **16mm** sign for \$27.295 plus permit fees.

Recommendation: to approve up to an additional \$2500 for other installation costs. (Running of electric from pole barn)

3. FIRE ALARM SYSTEM: Obtained quotes from Guardian, DeLau and Centennial.

3a. Recommendation: to hire Delau to install a Fire Alarm system to code for up to \$20,000.

3b. Recommendation: to approve up to an additional \$2500 for any other items needed to meet building codes.

4. NVC Training dates

Lee to give update

Small group book study: Wednesdays, 6:30-8:30? pm July 14 – August 18th

Six--week series on communication - open to the community. NVC:

“A Language of Life” by Marshall B. Rosenberg is the requested read

Three Workshops – topics to be determined

August 21st – 1-5pm EST

September 18th – 1-5pm EST

October 16th – 1-5pm EST

5. Creating Policy on what signs, symbols, flags, USCL displays

USCL has no policy around signs, symbols, flags, etc. that we might post on our property or social media. As we prepare to open our new property to in-person gatherings, install a roadside sign with graphics, and increase promotion of Unity Spiritual Center of Lansing, the board may want to look at guidelines or procedures for approval.

As well, who evaluates to see if something meets the criteria or not?

Is it evaluated by our core values? social norms? How do we show up in our community?

The situation that brought this up was the gift of a pride flag for the flagpole on our property. What flags are appropriate to fly as part of Unity? What guidelines are used for making that decision? What flags and/or symbols do we want to display and why? What flags or symbols would we not exhibit and why?

A decision will likely not be made at this board meeting, but this is an important discussion to have. Perhaps a sub team forms to craft a draft policy.