

**DRAFT Agenda USCL Leadership Council & Board of Trustees**

**Meeting November 22<sup>nd</sup>, 2021**

**6:30 pm Zoom On-Line Meeting Agenda**

**Meeting ID: 177 417 886 Passcode: 601744 Board**

**Members:** Dan Maynard, , Jane Cloos, Nancy Cody, Sharon Ketchum (non-voting)

Absent: Lee Nelson , Kathleen Assiff, Casey Miller

**Team Leaders:** Jerry Podany (Admin and Project Management) , Jeff English (Celebration)

Building Task Team Leaders: Sue Winklestern (Design Report in Agenda), Nanette Podany (Kitchen), Jerry Podany (Project Management) Chris McEnhill (Ramp Project), Danielle McMahon (SAGE).

- 1. Call meeting to order: Pray in: 6:31 pm**  
**2. Leadership Council Prosperity Prayer for USCL**

Unity Spiritual Center of Lansing is open to unlimited possibilities. We have taken up residency in a world of abundance. As a divine force for Good in the Universe, we give generously and receive gratefully. Filled with divine ideas and blessed with the Will and Understanding to bring them into manifestation, Source is flowing freely for our highest good.

We are awakened and aware. We heed our intuition and follow God’s guidance with every step we take. We declare that there is no lack, there are no blocks, for we are open to Source to flow freely as us.

With God in charge of our lives and affairs, only good will flow to and through us.

We dedicate all of our assets and energies to the will and the work of Holy Spirit and find the joy in every day as our needs are met and exceeded with ease and grace. With hearts overflowing with gratitude, we are humbled with the blessings that pour down upon us.

And so it is. Allah, Shalom, Amen, Namaste.

**3. 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.

- 4. Acceptance of Agenda: accepted as submitted with addition of note of community meeting Nov. 23<sup>rd</sup>.**  
**5. Minutes from last meeting October 25<sup>th</sup> 2021 accepted. No Quorum for a vote.**  
6. Recording of E-votes for the Record – no discussion required - None

**7. Treasurer’s Report 6:45 pm**

**Financial Overview as of end of OCTOBER 2021**

	<b>YTD. '21</b>	<b>BUDGET</b>	<b>YTD. '20</b>	<b>OCT. '21</b>	<b>OCT. '20</b>
Income	\$109,811	\$131,324		\$10,142	\$10,537 <3.7%>
Expenses	\$132,695	\$136,730		\$13,305	\$10,996 +21%
Net Ord. Income	<\$ 22,883>>	<\$ 5,532>		<b>&lt;\$ 3,182&gt;</b>	< \$ 460> <588%>

Nov. 13<sup>th</sup>, 2021

<b>Working Capital Available</b>		Money Market	\$ 30,337.15
		Savings	\$ 20,012.49
		<b>TOTAL AVAILABLE</b>	<b>\$ 50,349.64</b>

<b>LODGE upper</b>	<b>\$22,200</b>		<b>\$ 22,200</b>
Ramp	Paid	\$8000 gifted to this project - is in money market	
ADA Bathroom and Office	\$20,000	Electrician, Plumber, Volunteers	
		materials - lumber, dry wall, paint	
Replacing deck, cement, etc.	\$ 2,000	estimate	
Install Front Doors	\$ 200	volunteer labor - maybe some parts	
<b>LODGE - Lower</b>	<b>\$17,400</b>	<b>SWAG</b>	<b>\$ 20,000</b>
<b>Lodge Projects</b>			
Lodge lower level Bathrooms	\$3,000	depends on how much plumbing work needed	
Bathroom fixtures	\$ 2,000	toilets in, need cabinets, mirrors, etc.	
Lodge lower level Flooring	\$ 12,000	carpet?	
Library	\$ 200	shelving	
Lodge Lower Level Paint	\$ 200		

<b>Miscellaneous</b>	<b>\$ 4,000</b>		<b>\$ 4,500</b>
Professional wall clean-kitchen	too expensive		
Architect - revised plans	\$ 500	Jim Eagle??	
Any additional installs	\$6,750	Contingency Fund	
<b>TOTAL BILLS to COME</b>	<b>\$ 43,600</b>		<b>\$ 43,600</b>

<b>Total</b>	<b>\$ 43,600</b>
<b>Funds available w/savings</b>	<b>\$ 50,350</b>
<b>Contingency Fund</b>	<b>\$ 6,750</b>

**Ministry Teams reports: (Alphabetically)**

**Note: Community meeting at Unity Tuesday, Nov. 23<sup>rd</sup> re the use of property**

**Admin Team –Discussion by exception** See November Meeting Notes Jerry Podany  
Refer from Admin to SAGE: Sunday school for young folks: *We are experiencing 8-10 year old young people attending Sunday services. Jerry would like the Board and team leaders to be on the lookout for a youth program volunteer to channel these young folks energy in a more positive direction, and minimize disruptions to our service.*

**Celebration/Tech Team -Next meeting Dec. 5<sup>th</sup>**

To figure out how we do the Xmas Eve Service  
Consider de-escalation training – Ben (Casey’s husband)

**Covid Safety Protocol** (Maggie Bishop and Kay Batterson)

Email to Covid Safety Team: With rising rates of Covid, do we need to do anything differently? Are we okay still having inperson meetings?

Response Nov. 18: *We are like the hot spot in the country right now. I think as long as people are wearing masks and distancing I wouldn't stop services. Might consider decreasing the number of chairs/ table so 6 ft is maintained*

**Tables now have 5 chairs**

**Mask wearing: varied**

**Track tri country area- Ingham, Eaton, Clinton -s end email to Maggie and Kay-Sharon**

**Design Team – Discussion by exception** Sue Winkelstern

Sinks being DEEP cleaned. 15 chairs with arms added to sanctuary for those who require the arms of chairs to get up. Christmas decorating in the works. Received decoration from Edmund Mack plus two trees and a pre-lit tree from Sue Winkelstern Finishing decorating the morning of Nov. 30<sup>th</sup>

**IDEA Team – meeting Oct. 26<sup>th</sup>, - Teresa Mulford (Next meeting Nov. 23<sup>rd</sup>)**

Team Mission: To promote increased awareness of the many facets of diversity in an effort to consciously practice the Unity principle of being an inclusive, safe, and welcoming environment for all people. Approved unanimously in October.

Tasks defined so far

- a. Provide recommendations on our display of symbols, flags and media.
- b. Team Members are Congregation Link/contacts for congregants to confidentially share perceived issues. Kathy Assiff is board link
- c. Work with other teams to raise their awareness of diversity and inclusivity.
- d. Under consideration: determine which groups to support (e.g. electronic sign) and the criteria used to evaluate which groups. e.g. US designated months to celebrate diversity – Black History, Pride, Women's History, Hispanic history, Native American Heritage month.
- e. Working on a team logo
- f. Offer educational classes, movies

**Kitchen Team – Discussion by exception** Nan FYI – **We are not continuing fellowship following service at this time since it appears to happen before and during service.**

Pull deep fryer and sell off

Kitchen can not be used until it is licensed.

**Project Team – Jerry** **Discussion by exception**

- a. The Lodge Project - UPDATED

Contracting Jim Eagle to create plans and pull permit for deck, and Lodge bathroom and office.

Coordinated with architect Roger Donaldson before we proceeded.

Kitchen repair: **Future as needed.** – Ask Board for a budget: to repair coffee maker, ice maker, ovens

**SAGE Team – Discussion by Exception** Danielle McMahon

Refer to minutes of Nov. 21<sup>st</sup> meeting: SALTS planned through January 19<sup>th</sup> Courageous Conversations held on Saturdays in February. . Feb. 5<sup>th</sup> Challenging Racism  
SALT Box for comments and requests in Activity Room

**Venue Rental Exploration Team: Dan Maynard**

Next meeting Nov. 28<sup>th</sup>. Working on contract, pricing, etc.

Looking for Team Leader

Team Members: Jane Cloos (looking at contracts), Greg Edwards (checking tax implications), Jeff English, Tricia McCarthy (NASW), Nanette Podany (Kitchen), Lisa Haston (Cleaning), Stacey Ames (building familiarity), Greg Dening (Technology), Deb Benson

**Minister's Report –**

**December 19<sup>th</sup> Leadership Council – short meeting and Luncheon, spouses invited.**

**Need to allow time for sanctuary to empty before food is delivered – thinking 12:30**

**RSVP with dietary restrictions and if your spouse will be joining us.**

**FYI**

1. Work on our website upgrade has begun.
2. Small Claims court meditation with former landlord on Monday Nov. 29<sup>th</sup>
3. Taking Vacation Dec. 6- 10<sup>th</sup>
4. Angel Remembrance Service Nov. 30 Christmas Eve Service Hybrid
5. Open Office hours for holidays: Office closed the week between Christmas and New Year's
6. I will be working from home beginning Dec. 23<sup>rd</sup> as Maxine is having a surgery

**BOARD BUSINESS**

**Old Business**

**Move to January meeting:** Follow-up on Unsafe Behavior: Follow-up on Unsafe Behavior – table to November – check with UWM Lee and Nancy to work on a rough draft

What is our “practice”? What is the responsibility to our community? What is our responsibility to the person/people involved? Casey to check with Liz Baker re a de-escalation team. Kathy recommended MetaPeace Training.

- a. Plan for evacuating facility a situation. – Ben Smith can offer training – put on November agenda

**New Business – no quorum so an e-vote will be coming out on these items.**

**A. Board member needed for nominating team: Nancy Cody**

**B. Approval of New Members:** Paul Mingus – Sharon to send e-vote

**C. Approval of renewing membership applications Total 65 plus minister – send e-vote**

1. Maggie Bishop
2. Chad Cloos

3. Jane Cloos
4. Marilyn Duvall

5. Peggy Higginbotham

- |                       |                   |                     |
|-----------------------|-------------------|---------------------|
| 6. Patsy Lovely       | 13. Dan Maynard   | 23. Helen Pedersen  |
| 7. Karen Marthenze    | 14. Carol Maynard | 24. Lucille Olson   |
| 8. Reginald Riddle    | 15. Abbie Nelson  | 25. Diana Bosworth  |
| 9. Christine Shearer  | 16. Lee Nelson    | 26. Roger Lotz      |
| 10. Valerie Jedrzejas | 17. Ron Venner    | 27. Anne McCarthy   |
| 11. Kelly Gibson      | 18. Ann Kimball   | 28. Teresa Mulford  |
| 12. Karla Janing      | 19. Chris Janson  | 29. Steven Richard  |
|                       | 20. Wynne Potter  | 30. Janet Cortright |
|                       | 21. Lisa Schmid   |                     |
|                       | 22. Maxine Thome  |                     |

Approved at October meeting: Joell Ackerman, Stacey Ames, Dick and Betty Ammons, Kathleen Assiff, Catherine Batterson, Carol Case, Mary Case, Nancy Claytor, Nancy and Tom Cody, Greg and Jill Dening, Doug Eagle, Jeff English, Lisa Haston, Nancy Jaehn, Denise Kee-Coelho, Cherie Larsen, Sharon Lininger, Edmund Mack, Chris McEnhill, Danielle McMahon, Casey Miller, Carol Patty, Deb and Eddie Pennington, Jerry and Nanette Podany, Laurie Roggenbuck, Jessica Shelton, Barbara Starling, James Whitaker, Susan Winklestern, Winalee Zeeb  
 Rev. Sharon Ketchum per bylaws (total 35 plus minister)

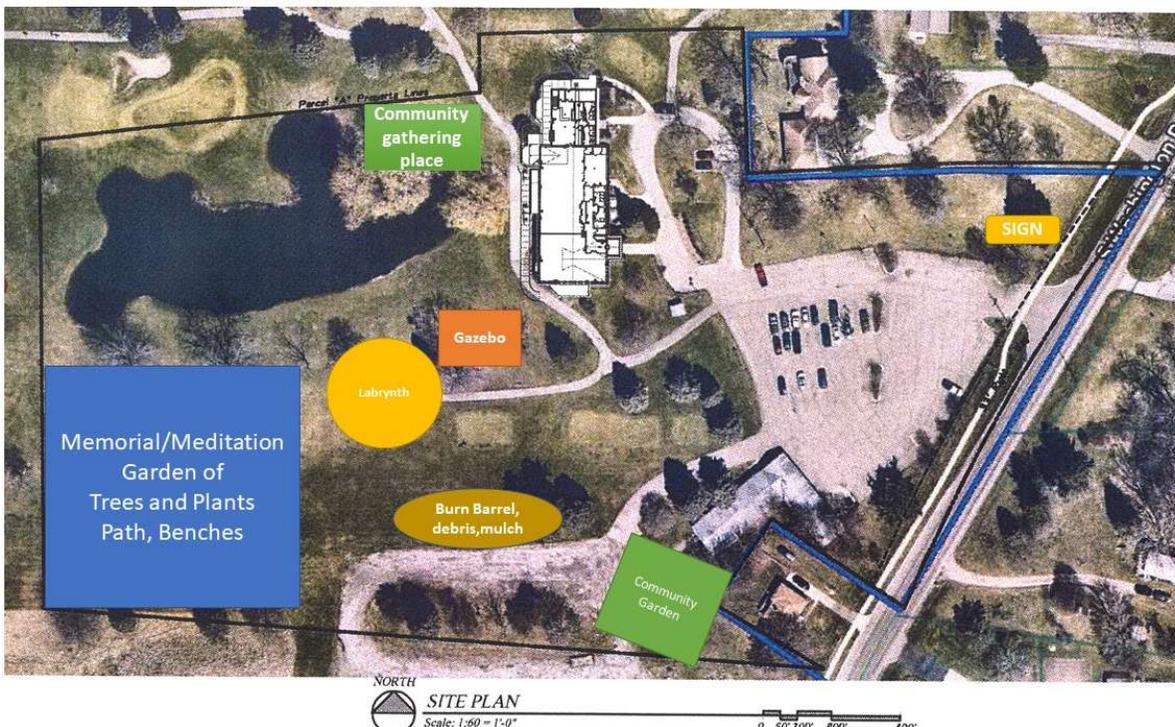
Adjourn meeting –

**TABLED – Items which will be considered at a future meeting**

TABLED: TO Spring 2022

**Allocation of land usage – followup from Townhall and SALT**

**Develop Land usage team** in the new year to create a plan: Additional ideas included Wind Power, solar power. Love Garden, Community area to include kids play area, sunflower garden on west end, butterfly garden on hill, Stock pond, bridge over pond, community garden near lodge for easy watering.



### **PENDING: Items which are in the works**

PENDING: Sept. 13<sup>th</sup> - **Bylaw team** reviewing Board comments from special meeting and present recommended bylaws for final board review before taking to congregation.

PENDING: Nov. 29<sup>th</sup> **Meditation on a small claims against Michigan Property** for our security deposit of \$900 for our offices on Michigan Avenue. They have been non-responsive to all our attempts to contact them by text and letter.

TABLED: . PENDING: **Electronic Survey of our Congregation?**: When and how to gather, E.G. Some churches are offering a mask-less service option. Also topics for classes, suggested activities, grounds usage ? **Sharon has not complete**

### **PARKING LOT ITEMS – Topics which may come up for future consideration**

Parking Lot: Define Outreach Team – hold it in evolution

Parking Lot: Decision on Disc Golf Course: Congregation needs to determine land use first. Hurdle – how to close course for any of our events.