

PROPOSED DRAFT AGENDA USCL Board of Trustees and Leadership Team

Zoom

Meeting December 4th following Sunday Service

(Zoom On-Line for those who need it only)

Meeting ID: 177 417 886 Passcode: 601744 Board

Board Members: Dan Maynard, Kathy Assiff , Jill Dening, Jane Cloos, Chrissie Shearer, Lucille Olson, Teresa Mulford, Sharon Ketchum (non-voting)

Leadership Team: Jerry Podany (Admin and Project Management), Nanette Podany (Kitchen) Sue Winklestern (Design) Jeff English (Celebration), Danielle McMahan (SAGE), Chris Janson (OSAT)

11:45 am Call meeting to order and quorum count:

Pray in, Check-in

Reaffirm mission and vision statements

Dan

Sharon

Dan

Our Vision: A world powerfully transformed through the shared spiritual awakening of all humanity.

Our Mission Advancing the Unity movement that calls us to awaken to our oneness with God, each other and all creation.

Approve Agenda (and identify any new business)~

Consent Agenda: (Approve minutes October 23rd meeting, minister’s report, Team Reports from Inclusion-Diversity, SAGE, and an OSAT Event Form., Recording of E-votes)

Recording of E-votes for the Record –November 11th, 2022 Motion made by Jane and seconded by Dan to approved the renewal for memberships for Carol Case, Denise Coelho, Greg Edwards, Chris Janson, Kate McCarthy, Teresa Mulford, Helen Pedersen, Laurie Roggenbuck, Lisa Schmidt, Maxine Thome, Craig Young.
YES votes: Jane, Dan, Teresa, Kathy, Christine, Lucille, Jill Passed November 12, 2022 (Total 61 members)

12:00 New Business (Allotted time if item(s) are pulled from consent agenda 5-10 minutes
 a. FOLLOWUP on meeting with Fellowship re joint marketing Lucille
 Proposal: motion to adopt the policy on joint marketing with Fellowship for Today (See end of Agenda)
 b. Other Questions/Issues from Team minutes?

12:10 Minister’s Report (if additional items from consent agenda) Sharon 5 minutes

Approval of renewing memberships: Deborah and Eddie Pennington, DeShawn and Curtis Pratt

FYI - Lisa Haston is with her mother for indefinite period of time (hospice). Jessica is cleaning.

Planning for 2023 Budget

12:15 Treasurer’s Report See Treasurer’s Detailed Reports– Jane 15 minutes

Operational Income and Expenses for OCTOBER 2022

	Oct 2022	BUDGET	Oct 2021	YTD 2022	YTD BGT	YTD 2021
Income	\$ 16,683	\$12,275	\$ 10,153	\$139,181	\$122,750	\$ 110,076
Expenses	\$ 13,583	\$14,402	\$12,957	\$148,329	\$143,976	\$132,347
Net Ord Inc	\$ 3,100	<\$2,127>	<\$2,804>	<\$ 9,147>	<\$21,226 >	<\$22,271>
Renovation and Repairs		October 2022	October 2021	YTD 2022	YTD 2021	
Other Inc	\$ 0	\$ 0.00	\$ 0.00	\$47,347	\$100,487	
Other Exps	\$ 650	\$ 650	\$ 23,116	\$23,281	\$146,352	
Net Other Inc		<\$650>	<\$ 547>	\$24,605	<\$76,980>	
NET TOTAL INC		\$ 2,450	<\$33,920>	\$14,918	<\$99,251>	

12:30 pm Working Towards the Future

Topic A: Teams and Structure Goal: Reorganize to support our current needs Dan 10 minutes

Leadership Council Meetings – discussion based on our workshop – how do we want to do our meetings?

Continue as we are? Board only since board reps are on major teams? Hold joint meetings quarterly or semi-annually or just as needed? Focus Leadership council meetings on visioning?

Topic B: Review Organizational Chart Goal: Reorganize to meet our current needs Dan 10 minutes

1. Board Approval of Team Change and Team Leaders

Proposal: Redefine Administration and add a new team “Facilities” which would include Buildings & Grounds

2. Administration: Team Leader Jeff Benoit

The Administrative Team’s mission is to provide effective administrative support for the ministry and its mission
Sub Teams: Counting (Stacey Ames), Budget & Finance, Fund Raising, Bylaws, Policy, Building, Tech Team works with Administration and Celebration

3. Facilities Team: Team Leader Jerry Podany

Draft team purpose statement: The Facilities Team’s mission is to ensure proper maintenance of our buildings and grounds. They make recommendations to the Board for major repairs and capital expenditures. They may form subteams of volunteers to assist with the maintenance. e.g. “adopt-a-garden bed”, lawn mowing, HVAC maintenance, etc. as well as task teams for specific project like re-roofing pole barn.

Topic C: “First Step” follow-up on Workshop – Put our new learning to work Sharon 10 minutes

What were your “take-aways” from workshop?

1:00 pm Action Register

10 minutes

- 1. **Check live-stream button on website:** Sharon This connects to page with directions to YouTube
- 2. **Need someone to head sanctuary décor** Not assigned Pending
- 3. **Emergency plans – Sharon** Chris McEnhill is meeting with Edmund and Sharon in January
- 4. **Sanctuary –ambient sound mics Sharon** – Steve is going to try using lectern mike. If that doesn’t work, he can try some other mikes. Challenge is muddiness unless ambient mikes turned off when band plays, speaker talks, etc.
- 5. **Christmas Party for Leadership – determine a date for a restaurant dinner - collective**

Bless Tithes we are sending out for November and December

5 minutes

Unity Worldwide Ministries, Silent Unity, Unity Region of the Great Lakes, Human Society, Habitat for Humanity, Footprints of Michigan, The Fledge

1:10 Adjournment

10 minutes

Check-out by each person in attendance – any unfinished business?

Closing Prayer

Rev. Sharon

Support Materials

Proposed Policy for Joint Marketing between Fellowship for Today and Unity Spiritual Center of Lansing

In the spirit of cooperation, good will, and shared spiritual awakening, it is proposed that Unity Spiritual Center of Lansing and Fellowship for Today begin an experiment of opening communication channels between the two local groups. This enhanced sharing and interaction with like-minded people has the potential to benefit both groups, particularly in regard to participation at events and activities. To accomplish this, the following ideas have been suggested;

- 1. In both of our weekly email communication, include a “community news” section that gives information about events and activities. (This would not include Sunday service or school of ministry information.)**
- 2. Establish a link to one another's web site.**
- 3. Potential for pulpit exchange.**
- 4. An informal get acquainted gathering of the Unity board members and the Fellowship steering committee.**
- 5. Shared sponsorship of holiday or other events.**

It is also suggested we initiate a six-month trial period after which we look at the results. If any problems arise, board presidents of both groups can confer and bring it to their respective boards. Unity was represented by Dan Maynard and Lucille Olson and our report is respectfully submitted.

Procedural questions on Policy

1. Who in each organization passes on the community news and to whom do they pass it on?
2. Where do we establish a link to each other’s website? Is this on the website or the e-news or?
3. Pulpit exchange – to be worked out between Mary Sabaj and Sharon
4. Who is scheduling the informal get-together of the board and steering committee?
5. How do we move forward on shared events?

Calendar – FYI

Event Rental Venue Update – New Year’s Eve booked,
Inquiries for Dec. 10th, and a September 3rd, 2023 wedding

Upcoming Calendar Events

Christmas Eve Candle Lighting Service will be held day after the Solstice, Thursday, December 22nd
Sunday Service will be held Christmas Day and New Year’s day. Only Jeff as musician

Annual Members meeting March 5th with potluck

Items for January 22nd, 2023 meeting: Review bylaws

See support documents and reports on following pages.

TEAM REPORTS and PENDING ITEMS - DISCUSSION BY EXCEPTION ONLY

1. **Administration and Building** - No meeting in November. Next meeting – January
Clark Tree Service ‘topped’ large willow tree and cleaned up broken branches.(\$2500, \$500 sponsored by a member) Damaged on second willow tree cleaned up by Stacey and Jerry. Still to explore moving two pear trees in the spring.
2. **Design Team** ~ Decorated sanctuary Sunday, November 20th
3. **Celebration (FYI)** ~ No meeting this month
4. **Nominating Team Update:** Congregation Rep Karla Janing cannot serve as she is taking care of her brother in Florida., Alternate Jerry Podany. Board representative is Lucille Olson. Minister Rev. Sharon. Team appointed congregant Greg Edwards for 4th team member
5. **OSAT subteams:**
Valentine Dance with Band – February 10th 7-9 pm
Kitchen~ New stainless-steel worktable arrived. Funds donated by Cherie Larsen
Lunch Bunch ~8 attended November 4th at Hibachi Grill. Dec. 3rd Acapulco Grill, Frandor
6. **SAGE – see minutes**
7. **Projects following obtaining occupancy permit for Lodge.** Renovation and repair needs review, planning for Activity Room, Pole Barn Roof, Pump House –

Envisioned Projects still in manifestation stages – this could move to Action Register

1. **Sage:** Healing Circle – TBA – working on a facilitator
2. Service Project? – not assigned – perhaps with Fellowship for Today
3. Art Community? – not assigned
4. **SAGE** has an Angel mural project in the works – wall has been prepped.
Wing creation with congregant handprints April 22nd Earthday 2023, part of Courageous Conversations
5. **Tech Team:** Virtual Ushers – Jane Performing this function. No virtual usher team yet.