



USCL Board of Trustees Meeting Minutes

June 1, 2025

Zoom Link: 177-417-886 Passcode: 601744

PLEASE MUTE CELL PHONES

Board Members: Jeff Benoit – Yes, Jane Cloos – Yes, Tom Cody – Yes, Janet Cortright – Yes, Jill Dening – Yes, Sharon Ketchum (non-voting) – Yes, Donnette Pinkerton – Yes, Chrissie Shearer – Yes

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), *Hiatus* (Education), Maggie Bishop – No, Lisa Haston- No (OSAT), Kathy Assiff– No (Diversity & Inclusion), Greg Dening – No (Tech Team), Danielle McMahon – No (Ombudsman)

Call to Order: 12:11 pm

Chrissie Shearer

Opening Prayer

Rev. Sharon Ketchum

Mission Statement

Chrissie Shearer

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.

Introductions (Check-ins)

Approval of the Agenda with Revisions

Motion by Jill Dening to approve the amended agenda.

Second by Jane Cloos

Yes Votes: Chrissie, Donnette, Jeff, Tom, Janet

Approval of Minutes Dated April 27, 2025

Motion by Donnette Pinkerton to approve the minutes as written.

Second by Tom Cody

Yes Votes: Chrissie, Jill, Jeff, Jane, Janet

Consent Agenda

I.	Outreach Social Team	No Report, No Action	Maggie Bishop & Lisa Haston
II.	Education Team	<i>Hiatus</i>	<i>Hiatus</i>
III.	Celebration Team	No Report, No Action	Jeff English
IV.	Hospitality Team	No Report, No Action	Nan Podany & Chris McEnhill
V.	Administration Team Report, Action		Jeff Benoit
VI.	Facility Grounds Team Report, Action		Jerry Podany
VII.	Design Team	Report, No Action	Sue Winkelstern
VIII.	Youth and Family Team		<i>Currently Inactive</i>
IX.	Nominating Team	n/a	n/a
X.	Inclusion/Diversity Team	No Report, No Action	Kathy Assiff
XI.	Tech Team	No Report, No Action	Greg Dening
XII.	Ombudsman	No Report, No Action	Danielle McMahon

- **Administrative Team** – We’re asking for Board approval to for a Financial Peer Review Team.” It would consist of 3-4 people; they would be responsible for bi-annual review of financials following a written guideline for auditing (developed by Jane Cloos) and be authorized to see any documentation requested. Rev. Sharon will send an email to members to see if there is any interest in participating in the team.

Motion by Jane Cloos to form a Financial Peer Review Team that will perform bi-annual review of financials following a written guideline for auditing.

Second by Jill Dening

Yes Votes: Chrissie, Donnette, Jeff, Tom, Janet

- **Facility Grounds Team** – Request for Board approval for glass replacement in the South Hall windows (Davis Glass Invoice \$2,145.16) and to complete needed deck repairs (estimate \$3,000).

Motion by Jeff Benoit to approve South Hall windows glass replacement from Davis Glass, invoice amount \$2,145.16 and up to \$4,000 to complete deck repairs needed.

Second by Tom Cody

Yes Votes: Chrissie, Donnette, Jill, Jane, Janet

New Business - Board Only Items

Minister's Report

Rev. Sharon Ketchum

- a. **Workshop Budget** – Rev. Diane Robinson (Great Lakes Regional Rep) is available the weekends of Oct. 18 or Oct. 25 to do a workshop with our board and leadership to review or current mission, vision, and core values (Saturday 9 am – 3 pm). Rev. Diane will be the speaker on Sunday and complete the training with the whole church.

Motion by Donnette Pinkerton to approve a workshop budget up to \$1,500.

Second by Jane Cloos

Yes Votes: Chrissie, Jeff, Tom, Jill, Janet

- b. **Cleaning Staff Raise** – Rational: Same salary for over 10 years. We pay staff \$20 for rental cleaning. Bonus of easing bookkeeping process to separate the different “types” of cleaning. Budget impact \$1,000/year.

Motion by Jeff Benoit to approve raising the cleaning staff salary to \$20/hour.

Second by Donnette Pinkerton

Yes Votes: Chrissie, Jill, Tom, Jane, Janet

- c. **June Meeting Date** – Original proposal was June 29th because the May meeting was June 1st. The meeting was scheduled for July 6th during the meeting, but a subsequent email moved the meeting to Sunday, August 3rd.
- d. **Fundraiser for Deck Repair** – Discussion on the deck repair and upper lodge window replacement fundraiser took place.

Motion by Donnette Pinkerton to approve a fundraiser to replace the upper lodge windows and deck repairs, cleaning, and staining. The projected amount needed for this project is \$19,340.00.

Second by Jill Dening

Yes Votes: Chrissie, Jeff, Tom, Jane, Janet

Treasurer's Report

Jane Cloos

Review of monthly financial report with discussion.

Old Business

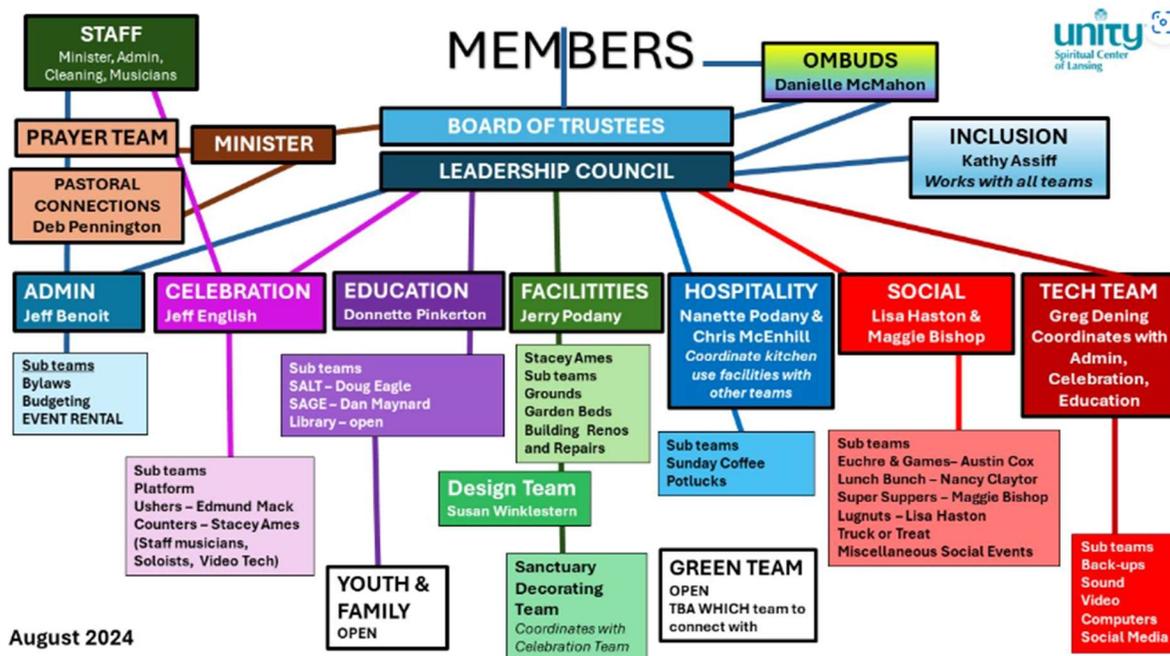
Other Business

Announcements

- *Mary Case's passing*
- *Deb Pennington entered hospice care.*
- *USCL Townhall Meeting – July 6, 2026*
- *USCL Board of Trustees Meeting – August 3, 2025*
- *USCL Annual Picnic – August 10, 2025*
- *Mission/Vision/Core/Values Workshop – October 25, 2025*
- *Bi-Annual USCL Board of Trustees & Leadership Council - October 26, 2025*

Meeting Adjourned at 1:46 pm

Respectfully submitted by Jill Dening, Secretary



August 2024

USCL's Leadership Council