



## USCL Board of Trustees Meeting Minutes

September 28, 2025

Zoom Link: 177-417-886 Passcode: 601744

PLEASE MUTE CELL PHONES

**Board Members:** Jeff Benoit – Present, Jane Cloos – Present, Tom Cody – , Janet Cortright – Present, 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), *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: 12:07 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**

**Motion by Donnette Pinkerton to approve the agenda as written.**

**Second by Tom Cody**

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

**Approval of Minutes Dated August 24, 2025**

**Motion by Donnette Pinkerton to approve the minutes as written.**

**Second by Jane Cloos**

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

### **Consent Agenda**

I.	Outreach Social Team	Replied, No Update	Maggie Bishop & Lisa Haston
II.	Education Team	N/A	<i>Hiatus</i>
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, No Action	Jerry Podany
VII.	Design Team	Replied, No Update	Sue Winkelstern
VIII.	Youth & Family Team	N/A	<i>Currently Inactive</i>
IX.	Nominating Team	N/A	Work Complete
X.	Inclusion/Diversity Team	No Report	Kathy Assiff
XI.	Tech Team	No Report	Greg Dening
XII.	Ombudsman	No Report	Danielle McMahon

### **Approval of the Consent Agenda**

**Motion by Jeff Benoit to approve the consent agenda.**

**Second by Jill Dening**

**Yes Votes: Chrissie, Donnette, Jane, Janet, Tom**

### **New Business - Board Only Items**

**New Member Application** – Vote requested to approve new member application of Jeri Britton.

**Motion by Tom Cody to approve Jeri Britton as a member of Unity Spiritual Center of Lansing.**

**Second by Donnette Pinkerton**

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

### **Minister's Report**

**Rev. Sharon Ketchum**

- a. **Non USCL/Unity Events** – Board discussion on whether USCL permits the promotion of private, non-Unity events and if so, what are the parameters. Consensus that we should have a Community Bulletin Board somewhere in the lobby for these events. Rev. Sharon and Jane will work together on a draft policy for board review.
- b. **Discussion & Vote** – Pick up e-vote discussion about congregant continuing to make negative comments about USCL to newcomers despite previous warnings. Final decision is that Rev. Sharon will have another conversation with the individual, with a board member present, and have them sign off on the approved letter for our files.

- c. **Additional Electrical HVAC Costs** – Request vote on approval to pay \$2,361.08 associated with the installation of the new HVAC system. The cost was needed to install new electrical lines to complete all the connections with the new HVAC system. The original estimate of \$1,200 did not include changing the breakers from 70 amps to 80 amps.

**Motion by Jeff Benoit to approve payment to Doty in the amount of \$2,361.08 when the work is complete and receipt of Final Bill.**

**Second by Tom Cody**

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

### **Treasurer's Report**

**Jane Cloos**

- a. Review of monthly financial report with discussion.
- b. August's NOI is (\$11.07); YTD is \$3,392. YTD NOI is \$9,052.14 better than last year, and \$9,619 better than budget.
- c. September's renewal for insurance increased \$2,552 annually, or 26% from \$9,787 to \$12,339.

### **Old Business**

### **Other Business**

- **Vacation** – Jane Cloos on vacation November 10-14 (Monday-Friday)

### **Announcements**

- *Mission/Vision/Core/Values Workshop – October 25, 2025*
- *Bi-Annual USCL Board of Trustees & Leadership Council - October 26, 2025*
- *USCL Board of Trustees Meeting – December 14, 2025*

**Meeting Adjourned at 1:54 pm**

**Respectfully submitted by Jill Dening, Secretary**

