



## USCL Board of Trustees Meeting Minutes

December 14, 2025

Zoom Link: 177-417-886 Passcode: 601744

PLEASE MUTE CELL PHONES

**Board Members:** Jeff Benoit – Present, Jane Cloos – Present, Tom Cody – , Janet Cortright – Absent, Jill Dening – Present, Sharon Ketchum (non-voting) – Present, Donnette Pinkerton – Present (via Zoom), 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), Nancy Cody – No, Lisa Haston- No (OSAT), Kathy Assiff– No (Diversity & Inclusion), Greg Dening – No (Tech Team), Danielle McMahon – No (Ombudsman; Youth & Family)

**Call to Order: 12:14 pm**

**Chrissie Shearer**

**Opening Prayer**

**Rev. Sharon Ketchum**

**Vision & Mission Statements**

**Chrissie Shearer**

***Our Vision:** A joyful, supportive world, centered in love, providing opportunity for spiritual transformation.*

***Our Mission:** We are a spiritual community embracing positive transformation through prayer, education, & living the principles of Unity and Love.*

**Introductions (Check-ins)**

**Approval of the Agenda**

**Motion by Jill Dening to approve the agenda as amended.**

**Second by Tom Cody**

**Yes Votes: Chrissie, Jane, Donnette, Jeff**

**Approval of Minutes Dated October 26, 2025**

**Motion by Tom Cody to approve the minutes as written.**

**Second by Donnette Pinkerton**

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

### **Consent Agenda**

I.	Outreach Social Team	No Report	Lisa Haston & Nancy Cody
II.	Education Team	Report; Action	Pam Nelson (2026)
III.	Celebration Team	No Report	Jeff English
IV.	Hospitality Team	Report; 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	Report; Action	Danielle McMahon (2026)
IX.	Nominating Team	Report; Update	Greg D., LuAnne C., Chrissie S., Rev. Sharon
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 Chrissie Shearer**

**Yes Votes: Jill, Donnette, Jane, Tom**

- **Education Team** – Request of the board to approve Pam Nelson as the new team facilitator.

**Motion by Jeff Benoit to approve Pam Nelson as the Education Team facilitator beginning in 2026.**

**Second by Jane Cloos**

**Yes Votes: Chrissie, Donnette, Jill, Tom**

- **Hospitality Team** – At the request of the board, the Hospitality Team provided a “to do” list for the kitchen in the November 2025 team report.

**Motion by Jeff Benoit to accept Hospitality Team “To Do” list and refer it to the Facility Team for cost evaluation and tracking when complete.**

**Second by Jill Dening**

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

- **Youth and Family Team** – Request of the board to approve Danielle McMahon as the new team facilitator.

**Motion by Jeff Benoit to approve Danielle McMahon as the Youth and Family Team facilitator beginning in 2026.**

Second by Chrissie Shearer

Yes Votes: Donnette, Jane, Jill Tom

## Board Only Items

### New Business

- **Master Calendar Review & Adoption** – After additional board discussion Rev. Sharon decided to sort the calendar and send it out to the teams for review and approval.

### Old Business

- **New Outlets** – See Hospitality Team “To Do” list which includes the addition of outlets on the south wall of the kitchen.
- **Children’s Corner & Great Hall** – Moving children’s corner to the Activity Room/Lower Lodge is now complete. Also, to conserve energy and keep our utilities more manageable, the divider wall will remain permanently in place, and we will use the Great Hall for Sunday services. It was noted that once the Youth Education program begins in January 2026, band members who currently use the Activity Room/Lower Lodge during Sunday service will need to be told that they will need to remain in the Great Hall or find another option besides the Activity Room/Lower Lodge.

## Minister’s Report

**Rev. Sharon Ketchum**

1. **Record 10/18/2025 E-Vote Approval** – Motion made by Chrissie Shearer to approve the Window World contract in the amount of \$3,070 to replace the two Activity Room windows. Second by Jeff Benoit. Passed unanimously.
2. **Pastoral Connections Sub-Team** – Request to approve Lisa Haston as the team facilitator for Pastoral Connections previously held by Deb Pennington.

**Motion by Jeff Benoit to approve Lisa Haston as the Pastoral Connections Team facilitator.**

Second by Chrissie Shearer

Yes Votes: Donnette, Jane, Jill, Tom

## Treasurer's Report

Jane Cloos

1. November's NOI is (\$1,194); YTD is (\$4,411). YTD NOI is \$5,598 better than last year, and \$9,6198 better than budget.
2. The \$56,000 CD matured on 12/4/2025, earned \$2,401. The board reviewed the assorted options for a new CD with the decision that Jane will get the current rates effective on Monday (12/15/2025) since the prime rate was reduced on 12/8/2025. Final decision will take place via E-Vote.

Recommended Scenario: Put the \$2,401 income into our money market until it can be rolled into a new CD. We would like to place half of the \$56,000 (\$28,000) on a high-interest 1-year CD and the remaining amount (\$28,000) on either a high-interest 6-month CD or keep in money market and monitor interest rates.

3. **Record 12/2/2025 E-Vote Approval** – Motion made by Jeff Benoit to approve the 2025 Bonus disbursements. Second, by Chrissie Shearer after additional information/clarification provided. Yes Votes – Donnette, Janet, Jill, Tom. Abstain – Jane.

## Other Business

- **Future Agendas** – Board discussion and decision that all outstanding/"to do" issues will be tracked under Old Business until resolved.
- **Extreme Weather** – In previous years, USCL paid a company \$290/month for salting of our parking lot. Rev. Sharon and Jerry are researching out options to see if we can find a price for salting "on demand." More information will be provided later.
- **Stage Lights** – Since the Tech Team did not provide a report, Jane requested for an update on the stage lights. Jill explained that the stage lights are now working, but they are currently not balanced, and Michael is not willing to get them balanced because of the decision to open the blinds behind the platform. Rev. Sharon further explained that we provide 2 services, in person and on-line, and we cannot meet the needs of both audiences with our current technology and staff. Rev. Sharon also noted that camera #3 is presently transmitting orange instead of red and will need repair.

## Announcements

- *USCL Leadership Workshop – January 17, 2026*
- *USCL Board of Trustees Meeting – January 25, 2026*
- *Bi-Annual USCL Board of Trustees & Leadership Council – April*

**Meeting Adjourned at 1:45 pm**

**Respectfully submitted by Jill Dening, Secretary**

