

DRAFT Minutes USCL Leadership Council & Board of Trustees

Meeting September 27<sup>th</sup>, 2021

6:30 pm Zoom On-Line Meeting Agenda

Meeting ID: 177 417 886 Passcode: 601744 Board

**Members:** Dan Maynard, Kathleen Assiff, Casey Miller, Jane Cloos, Nancy Cody, Lee Nelson Sharon Ketchum (non-voting)

**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).

**1. Call meeting to order: Pray in: 6:30 pm**

**2. 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.

**3. Approval of Agenda: accepted as submitted.**

**4. Approved of minutes from last meeting July 26<sup>th</sup> and August 16<sup>th</sup>, 2021 – Nancy moved, Jane approved. Passed**

**5. FYI: Bylaw will review Board comments from special meeting Sept. 13 and present recommended bylaws for final board review before taking to congregation.**

**6. Recording of E-votes for the Record – no discussion required**

August 26<sup>th</sup> – Approval of quote for Electric for the New Sign from Hager Fox for \$3080

Motion made by Dan and seconded by Chrissie. Approved unanimously.

August 27<sup>th</sup> Motion to approve contracting with Delau for Fire Maintenance and Monitoring for \$1684 annually (\$125/monthly) to meet code requirements. Motion made by Dan and seconded by Chrissie. Affirmative: Dan, Chrissie, Nancy, Lee, Kathy,

Jane No Vote: Casey

Sept. 13<sup>th</sup> Motion to remove the pipes and electrical outlet sticking out of the floor in the activity room. Motion made by Dan, 2<sup>nd</sup> by Nancy, passed unanimously

**7. Treasurer's Report 6:45 pm**

**Financial Overview as of end of AUGUST 2021**

	YTD. '21	BUDGET	YTD. '20	AUG. '21	AUG. '20
Income	\$90,118	\$105,741	\$98,458	\$9,647	\$12,353
Expenses	\$105,741	\$109,412	\$91,129	\$13,842	\$12,353
Net Ord. Income	<\$15,623>	<\$ 3812>	\$ 7,329	<\$4114>	\$ 2,894

**We are averaging a shortfall of \$1952 a month/ or \$454/week**

## Brainstorm ideas on “How to increase income”

Sunday prosperity series beginning October 31<sup>st</sup>

Keys to the Kingdom program – or other prosperity program

Raising our consciousness

### **ACTION STEP: Send 2018 donors to Jane**

#### **Building Project: on track for budgeted expenses**

- Working Capitol Money Market: \$60,019.01 Savings \$20, 010
- Coming Estimated Expenses Signage and Installation \$16,533
- Possible \$1000 for additional speaker for sanctuary
- Handicap Ramp: \$2000 for concrete install, Metal Ramp TBA (\$10-12,000?)
- ADA Bathroom and Office: Estimated \$20,000 using volunteer labor except for plumbing and electrical.
- Replacing upper Deck \$500- \$1,000
- Activity Room and lower lodge bathrooms: on hold until we receive occupancy for Upper Lodge (\$15,000 - \$20,000)

#### **8. Votes required**

**7:10 pm**

##### **a. Delau Proposal for servicing the kitchen fire suppression system \$551.80**

***Note: maintaining the system is less expensive than shutting it down and opening it at a later date. Lee made the motion, seconded Jane. Passed***

##### **b. Approve contract with Carelinc for \$10,429.78 with the correction to accommodate a 1.8 degree slope with the 4.8 degree indicated on the drawing and to coordinate with the installation of the cement sidewalk. Motion made by Nancy. Second Chrissie.**

**Passed. Delivery is about 2-3 weeks after we tell them to order.**

#### **9. Guest: Dominic Nyuan Re Disc Golf proposal**

**7:15 pm**

Discussion: Do we need to provide access to restrooms (not feasible), could it be like a “Driving Range” to a designated spot as opposed to the whole property,

What is the impact of making land “public” for parking,

What would the impact be on other activities like a wedding

Could it be smaller scope,

Option of posting “No Public Events Today” but no guarantee people will adhere,

Would need letter agreement about the parameters of permitting Dominic to install the course, trial period?

Recommendation to postpone till we’ve had a whole year here

Questions: to Dominic – can it be a ‘practice hole’? Is there an option to using the entire property. *See response to Dominic at end of minutes.*

#### **Ministry Teams reports:**

##### **10. Project Team – Jerry**

**Discussion by exception**

##### **a. The Lodge Project - UPDATED**

**Handicap ramp** – requires a \$100 permit to reinstall deck.

- waiting for install date for metal ramp (Chris McEnhill) – need approval of contract and coordination with Miller Worx
- Waiting for install date for pouring concrete due to truck problem

Updated of plans through Roger (mid October/) for submission to Delhi Council for approval. Still looking for a contractor who will sign for us for the permits.

#### **11. Grand Celebration Opening Update: Chrissie – Report and Discussion 7:30 pm**

- Kay Batterson arranging distribution of door hangers
- Oct. 1<sup>st</sup> 3:00 pm Ribbon cutting – Mayor Shore and John Hayhoe bringing scissors
- Oct. 9<sup>th</sup> Open House
  - o Suggested masks inside? (Nan)
    - Refreshments outside: Cider and Donuts –2:00 – 3:00 pm
    - Quality Dairy – pre-order individually wrapped donuts 8 dozen, 5 gallons cider, coffee, disposable cups
    - Concert
    - Tours – but no golf cart rides
- Oct. 10<sup>th</sup> Sunday service

#### **12. Discussion by exception Admin Team –See September Meeting Notes sent**

#### **13. Discussion by exception Decorating/Design Team – Meeting Sunday, Sept.15**

Will be meeting the 2<sup>nd</sup> Sunday of the month beginning in Nov.

- Window glare: Experimenting with paper blinds which has made improvement Activity Room:
- LODGE reno exploration:** Empire Carpet estimated \$4000 - \$6000 for carpeting activity room and \$3500 each for flooring in bathrooms. Everything on hold until we get occupancy for upper Lodge and we know what monies are available.
- Removal of water pipes and electric casing pipes in floor is in process
- Activity Room set up for “turn-key” hybrid classes.
- Library set up on temporary shelves until room is painted and carpeted., Then permanent shelving will be installed.
- Chair added to coat room for boot removal
- De-cluttering of entry. Signs to go on walls- remove chalk boards. Prayer box moved to sanctuary. Sofas add to entry wing to decreased congestion in entry.
- Movable display for class/events posters repurposed from item in basement (Information Rack)
- Small note tablets added to table “baskets” - Nan

#### **14. Discussion by exception Kitchen Team – Nan FYI –**

- Major project of cleaning tiles – today the final section of men’s room completed.
- Icemaker totally cleaned – Chris McEnhill
- Refreshment prep for Grand Opening: Cider and donuts

#### **15. FYI Discussion by exception Celebration/Tech Team – See Minutes of meeting**

- a. Third speaker for sanctuary? Delayed delivery. **Steve and Razz have managed to run sound from the microphones to tie into built in speaker system. They will cancel the additional speaker order since this equalizes the sound throughout the room – this means we won't need the third speaker**
- b. Michael Darnell joined our Tech Team meeting. Gave valuable advice
- c. Notification of needed update to our website from Drupal 7 to 8 by November 2022. \$895. Exploring what pages are popular etc., through Google Analytics. Will make recommendation to Board
- d. Sharon donated a laptop to run PowerPoint in sanctuary and a webcam for classes in activity room. Sanctuary laptop is moved to activity room.

**Motion made by Nancy to fly the speakers. Second Chrissie. PASSED**

**16. Discussion by Exception Spiritual Development Team – now SAGE** Danielle McMahon (Spiritual Awareness Generates Enlightenment) Refer to minutes of Aug. 22<sup>nd</sup> and Sept 19<sup>th</sup> meetings

Co-leaders: Dan Maynard and Danielle McMahon

Monthly Movies – we have renewed our license for movies (\$250/annual)

October SALT sessions set

Requesting Jessica to keep a spread sheet of attendance “in person” and on line

**17. Discussion by Exception IDEA Team – meeting Sept. 29 - Teresa Mulford**

Hope to finalize mission statement then

**Draft 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.**

- **Tasks defined so far**
- Provide recommendations on our display of symbols, flags and media.
- Team Members be Congregation Link/contacts for congregants to confidentially share perceived issues.
- Work with other teams to raise their awareness of diversity and inclusivity.

**18. Old Business**

**7:45 pm**

- a. **Table to October meeting:** Follow-up on Unsafe Behavior: *Have a meeting on this after our last NVC board training September 11<sup>th</sup>* What is our “practice”? What is the responsibility to our community? What is our responsibility to the person/people involved?

**New Business**

- 1. TOWNHALL: Need to Schedule: –

**7:50 pm**

**VOTE: Townhall as an update on finances, status of project etc., October 31** following service

January 2022? Review Teams, Missions, Goals for next year

- 2. **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 ?

**Action Step: Sharon to put together a survey we can send electronically**

3. Develop sub team for developing **EVENT Department** to rent out facilities to members, non-profits and for-profit organizations: prices, procedures, marketing etc. for Building Rental:

Action Step: Sharon to call a meeting for an Event Exploration Team: Suggested Jane Cloos, Greg Edwards, Jeff English, Tricia McCarthy (NASW)

**Note: Need to add a second podium stage left and move band there.**

**TABLED: Define Outreach Team – hold it in evolution**

**TABLED: Allocation of use of grounds**

## **CONSENT AGENDA**

**FYI: no discussion required**

- i. Sign status: Install Sept 28 and 30<sup>th</sup>. Also they will remove the old sign.
- ii. Fire alarm status: complete
- iii. Sept. 24<sup>th</sup> Filed 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.
- iv. Minister working remotely October 4<sup>th</sup> – 8<sup>th</sup>

Adjourn meeting –

**8:05 pm**

**Motion made by Chrissie, second by Nancy. Passed.**

## **Email to Dominic following service**

**Sharon Ketchum** <revsharonketchum@gmail.com>

2:16 PM (4 hours ago)

to Dominic, Casey, Chrissie, Dan, Jane, Kathleen, Lee, Nancy, Jerry,

The board had difficulty coming to a decision last night. There is something very appealing about being a place for a fun activity in the neighborhood yet at the same time, we have a number of questions about ourselves that we don't have answers for yet.

Our mitigating factors:

1. We haven't been in the building for even a year, so we don't know what we don't know.
2. We are starting to work on renting out the building to cover operating expenses. Would disc golf interfere with other activities - both rentals and our own activities? e.g. an outdoor or indoor wedding? Sunday services, meditations?
3. It is a big step to think of ourselves as a totally public park 24/7. And to make this commitment for our entire property. It's kind of daunting to think we can't take back access for private use for an event, yet there doesn't seem to be a successful way to insure we could 'close' the course when necessary because of conflicting events.

4. We've yet to assign uses to the areas of the land. If we allow the course to be installed before our congregation speaks about how they want to use the land, we could run into conflict. Because of Covid safety restraints, that meeting will probably not happen for awhile.

Two questions that came up after you left:

1. Do people expect access to bathrooms?
2. Is there such a thing as a practice hole - like a driving range? Something that would not involve the entire property.

We would love to find a way that could work AND this gives you an idea of our concerns and considerations

**Dominic nyuon**

5:42 PM (47 minutes ago)

to me

I totally understand wanting to take things slowly at the new location. Let me try and answer some of your questions.

1. No bathrooms would not be expected, I think trash cans would be a wise addition though.

2. The number of baskets and scope of the course is totally flexible and I'd be happy to redesign the course to accommodate any of those needs

3. The easiest way to asserting control and privacy for events would be to simply remove the baskets for those venues. Which I would estimate would take around 45 mins with 2 people.

I hope I've answered some of your questions, and thank you for considering my proposal. My email is open if you have any questions.

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**Sharon Ketchum <revsharonketchum@gmail.com>**

6:21 PM (7 minutes ago)

to Dominic

Thanks Dominic. One of the big stumbling blocks is getting feedback from what the congregation wants to see on the grounds as well as labor to take down the course for a conflicting event. So we are not saying "no" right now, we just need to take care of Unity's business, direction, commitment first. We likely wouldn't be able to decide what lands are available for such a project until next spring.