USCL Board of Trustees Meeting Minutes

June 28, 2026

Zoom Link: 177-417-886 Passcode: 601744

PLEASE MUTE CELL PHONES

Board Members: Jeff Benoit – Present, Jane Cloos – Present, Tom Cody –Present, Jill Dening – Present, Sharon Ketchum (non-voting) – Present (via Zoom), 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), Pam Nelson – No (Education), Nancy Cody – No & Lisa Haston- No (OSAT), Kathy Assiff– No (Diversity & Inclusion), Greg Dening – No (Tech Team), Danielle McMahon – No (Ombudsman; Youth & Family), LuAnne Champion – No (Prayer)

Call to Order: 12:10 pm **Chrissie Shearer**

Opening Prayer **Rev. Sharon Ketchum**

Vision & Mission Statements (read together) **Chrissie Shearer**

Mission*: To be a spiritual community embracing positive transformation through prayer, education, and living the principles of Unity and Love.*
Vision*: A joyful, supportive world, centered in love, where spiritual transformation flourishes.*

Introductions (Check-ins)

Approval of the Agenda

Motion by Tom Cody to approve the agenda as written.

Second by Jill Dening

Yes Votes: Chrissie, Donnette, Jane, Jeff

Approval of Minutes Dated May 31, 2026

Motion by Jane Cloos to approve the minutes as written.

Second by Donnette Pinkerton

Yes Votes: Chrissie, Jeff, Jill, Tom

Consent Agenda

I.	Outreach Social Team	Report, No Action	Lisa Haston & Nancy Cody
II.	Education Team	Report, No Action	Pam Nelson
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, **Action**	Jerry Podany
VII.	Design Team	Report, **Action**	Sue Winkelstern
VIII.	Youth & Family Team	No Report	Danielle McMahon
IX.	Nominating TEAMWORK COMPLETE		N/A
X.	Inclusion/Diversity Team	No Report	Kathy Assiff
XI.	Tech Team	Replied, No Report	Greg Dening
XII.	Ombudsman	No Report	Danielle McMahon
XIII.	Prayer Team	No Report	LuAnne Champion

Approval of Consent Agenda

Motion by Jill Dening to approve the consent agenda as written.

Second by Tom Cody

Yes Votes: Chrissie, Donnette, Jane, Jeff

New Business/Team Action Items

1. **Hospitality Team** – The Hospitality Team request the cleaners do a regular monthly mopping of the kitchen to help maintain the new surface. Rev. Sharon requested this be **tabled** until the next board meeting noting that the Cleaning Team is in transition, and she wants to contact Lisa Haston on when she anticipates returning to the Cleaning Team.
2. **Facility Team** – The Facility Team requests the approval of $800 for chimney inspections and sweeping scheduled for July 14, 2026.

    Motion by Donnette Pinkerton to approve $800 for chimney inspection and sweeping.

    Second by Tom Cody

    Yes Votes: Chrissie, Jane, Jeff, Jill

3. **Facility Team**– The Facility Team requests the approval of $850 for concrete leveling at the front door of the Great Hall. Tom explained that the initial leveling performed when we purchased the building did not hold up. The leveling will be performed by RMC Concrete Leveling (LABP member) at cost reduction as it will also allow him to demonstrate his product and services to LABP members. Target date for this service is July 9, 2026.

Motion by Chrissie Shearer to approve $850 for concrete leveling to RMC Concrete Leveling.

Second by Jane Cloos

Yes Votes: Donnette, Jeff, Jill, Tom

4. **Design Team** – Request to purchase Sunlight Shades for the entire west side of the Great Hall. The total for the entire west wall with valances is $6,030.00 (amount donated).

    Motion by Jeff Benoit to approve the purchase of the new blinds and valances for the west side of the Great Hall.

    Second by Chrissie Shearer

    Yes Votes: Donnette, Jane, Jill, Tom

Board Only Item

Minister's Report **Rev. Sharon Ketchum**

1. **Insurance Options** – Board review and discussion on the comparison proposals provided by GuideOne, Church Mutual Insurance, and Fremont Insurance.

    Motion by Jeff Benoit to adopt GuideOne insurance.

    Second by Chrissie Shearer

    Yes Votes: Donnette, Jane, Jill, Tom

2. **Delhi Township Draft Letter** – Request to approve draft letter to Delhi Township regarding a fire permit. Lengthy discussion on the draft letter and the possibility of moving the fire pit to be compliant with our interpretation of the township regulations occurred. Decision made to table this request. Rev. Sharon will schedule an appointment with the Delhi Township Fire Chief. The goal of this meeting is to revisit the current location of our fire pit, noting that it was initially approved by the Delhi Township Fire Department and discuss a recommended new location if required.

Treasurer's Report **Jane Cloos**

1. May's NOI is ($653); YTD is $1,546.23.
2. Operational Reserves balance is $88,127.05.
3. **CD Mature** - We had a $28,000 CD mature on 06/23/2026 with $524 interest earned. Proposal for a new 6-month CD at 4% interest.

    Motion by Tom Cody for a new 6-month CD at 4% interest.

    Second by Donnette Pinkerton

    Yes Votes: Chrissie, Jane, Jeff, Jill

4. Blessed the tithes to this month's recipients – Unity Headquarters, Great Lakes Region, the Spiritual Enrichment Fund (SEF), and to the Congregants' Choice FTK Sneaker Ball.

Old Business – Outstanding/Unresolved Issues

1. Paint kitchen & great hall. Sharon has a $11,000 lump sum quote: waiting for breakdown.
2. South deck repairs & painting. COMPLETED
3. Extreme Weather – Status on salting options for parking lot. Rev. Sharon & Jerry will resume investigating when issue becomes relevant again.
4. Stage lights. The board approved purchase of 6 new lights; waiting on seller.
5. Livestream radio static ongoing problem. Suspect issue is now the public address system (ceiling speakers). Steve needs to catch it when it is happening to fix it.
6. Fire Safety Vendor – Jerry contacted Boynton Fire Safety Service to quote monitor and servicing our systems. As of 06/23/26, we have submitted all requested documents to Boynton to provide a quote.
7. Sign by Unity Kitchener onsite; need to determine usage. Pending deck completion.
8. Marketing Advisory Committee/Task Force creation. Announce in July Townhall by Rev. Sharon.
9. Fire Pit Approval – Still no formal reply from Delhi Township. TABLED
10. Blinds for GH.
11. Financial Peer Review

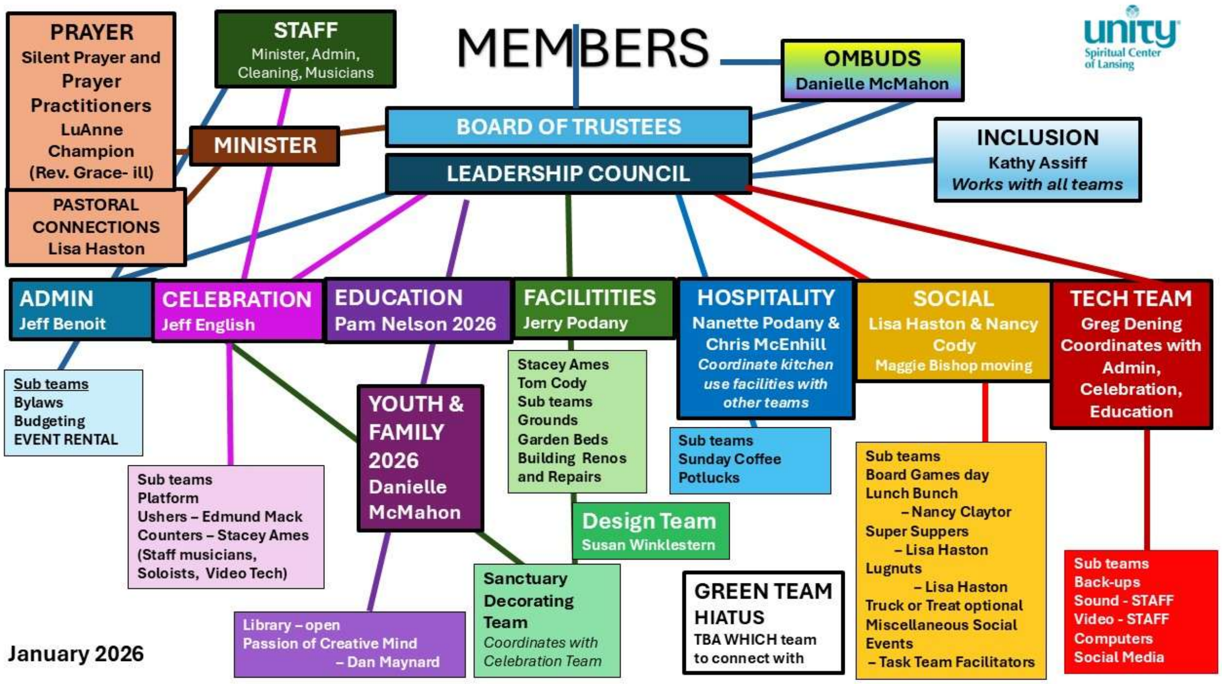
Other Business

- **Upcoming Vacations**– Rev. Sharon week of June 28th; Jerry & Nan week of July 4th; Tom July 8th-16th; Chrissie July 26th-August 11th; Jill July 27th-July 31st; Jeff July 27th-August 2nd; Jane week of August 10th; & Stacy Week of August 10th.
- **Townhall Agenda** – The following are the agenda items for the July 12, 2026, Townhall.
    - 6 Month Financial Overview
    - Peer Review
    - Member's Use Policy & Procedure
    - Facility Update
    - Marketing Advisory Committee/Task Force

Announcement

- ***Quarterly Townhall Meeting – July 19, 2026***
- ***USCL Board of Trustees Meeting – August 23, 2026***

Meeting Adjourned at 1:42 pm
Respectfully submitted by Jill Dening, Secretary


MEMBERS
OMBUDS
Danielle McMahon
PRAYER
Silent Prayer and Prayer Practitioners
LuAnne Champion
(Rev. Grace- ill)
STAFF
Minister, Admin, Cleaning, Musicians
MINISTER
BOARD OF TRUSTEES
LEADERSHIP COUNCIL
INCLUSION
Kathy Assiff
Works with all teams
PASTORAL CONNECTIONS
Lisa Haston
ADMIN
Jeff Benoit
CELEBRATION
Jeff English
EDUCATION
Pam Nelson 2026
FACILITITIES
Jerry Podany
HOSPITALITY
Nanette Podany & Chris McEnhill
Coordinate kitchen use facilities with other teams
SOCIAL
Lisa Haston & Nancy Cody
Maggie Bishop moving
TECH TEAM
Greg Dening
Coordinates with Admin, Celebration, Education
Sub teams
Bylaws
Budgeting
EVENT RENTAL
Stacey Ames
Tom Cody
Sub teams
Grounds
Garden Beds
Building Renos and Repairs
Sub teams
Sunday Coffee
Potlucks
YOUTH & FAMILY 2026
Danielle McMahon
Sub teams
Platform
Ushers – Edmund Mack
Counters – Stacey Ames
(Staff musicians, Soloists, Video Tech)
Design Team
Susan Winklestern
Sub teams
Board Games day
Lunch Bunch
– Nancy Claytor
Super Suppers
– Lisa Haston
Lugnuts
– Lisa Haston
Truck or Treat optional
Miscellaneous Social Events
– Task Team Facilitators
Sanctuary Decorating Team
Coordinates with Celebration Team
GREEN TEAM HIATUS
TBA WHICH team to connect with
Sub teams
Back-ups
Sound - STAFF
Video - STAFF
Computers
Social Media
Library – open
Passion of Creative Mind
– Dan Maynard
January 2026