

UNITY CHRIST CHURCH
MEETING OF THE BOARD OF TRUSTEES
January 24, 2016

PRESENT: Returning Board Members: Harry Drake, Lawrence Johnson, and Juankee McKinney. Retiring Board Members: Delores Kedley and Leonard Smith. New Board Members: Kellie Mayhew, Michael Musielak, and Trish Hughes.

Minister: Rev. Sallie Fox.

Guests: Judy Lindow and Judy Townsend

CALL TO ORDER: The meeting was called to order at 12:08p.m., by Leonard Smith

OPENING PRAYER: Rev. Sallie Fox

APPROVAL OF AGENDA: A motion was made by Lawrence Johnson and seconded by Kellie Mayhew to hold the election of new officers at the start of the meeting. However, after some clarifications that motion was withdrawn and the meeting proceeded along the lines of the set agenda.

MINISTER'S REPORT: There was discussion of setting a new time for the board meeting. It was also recommended that board members use their name tags.

CORRESPONDENCE REPORT: Delores Kedley acknowledged recent correspondence from the Unity organizations, and read a letter of prayer from Unity Village.

PRESIDENT'S REPORT: Leonard Smith made closing remarks about his tenure on the board and as board president.

TREASURER'S REPORT: Lawrence Johnson presented a written report. He mentioned that the church ran a deficit of about \$110,000 in 2015, and that \$25,000 was transferred from the money market account to the general checking account four times in 2015. On recent events he reported that the Course in Miracles weekend programs made \$154.43, and that for the Volunteer Day program expenses exceeded the budget by about \$33. The report was accepted as presented by consensus.

CLOSED SESSION: 12:50P.M.

Election of New Board Members

OPEN SESSION: Reconvened at 1:05pm

NEW BUSINESS

HVAC/ELECTRICAL ISSUES: Rev. Sallie discussed heating problems in the building. Murphy Heating and Cooling was called to service the Boiler, and replaced the fan motor and diffuser. A discussion was had about select persons having access to the boiler room. It was suggested by Rev. Sallie that a, "Do not Enter, Authorized Personnel Only" sign be placed on the Boiler room door.

A discussion was had about electrical and WiFi issues that may be caused by functions on the campus of Washington University. Harry Drake suggested that a line of credit should be established for paying for electrical problems and maintenance. Lawrence Johnson Stated that building maintenance is already included in UCC budget.

Lawrence Johnson requested that establishing a line of credit for building maintenance be added as an agenda item for the next Board of Trustees Meeting.

BACKGROUND CHECK NEEDED FOR ALL PERSONS WORKING WITH UCC CHILDREN: Rev. Sallie suggested that all volunteer staff working with UCC youth should have mandatory background checks. Judy Lindow will email forms for background checks to volunteers working with the UCC Children's Ministry

NEWSLETTER-SUGGESTIONS FOR CHANGES: Rev. Sallie suggested the addition of a children's section in the newsletter images of events, and a section for entries by other Unity groups and individuals. Juankee McKinney suggested that there should be a monthly message from the board included, and that those wanting to contribute writings should be aware of the submission deadline. The deadline for newsletter submissions is the 20th of each month. Lawrence Johnson suggested a boarder with contact information to be included on the front of the newsletter. Harry Drake suggested for editors to include citations of the authors who submitted work. There was a discussion on how entries are selected. Juankee McKinney answered that materials submitted should support positive and affirmative thinking. Rev. Sallie suggested the inclusion of a founder's newsletter with more informational content about UCC.

VISITOR CARDS: Rev. Sallie requested that revisions be made to the look and accessibility of the visitor cards. Starting in February, the Visitor cards will be printed on a more colorful card stock, (example: green), and will be placed in the seating racks where the hymn books are situated.

BASEMENT FLOODING: Rev. Sallie requested that we address the issue of flooding in the back room where the children's ministry meets. Harry Drake suggests that we routinely check the outdoor drainage to make sure it's clear of foliage, and is not clogged.

Lawrence Johnson mentioned that there were two types of flooding present in the building; flooding after hard rains, and water that seeps up through the foundation. There was a discussion about forming of a grounds team.

COMPOSITION OF FINANCE COMMITTEE: Lawrence Johnson proposed that modifications be made to the description of the Finance Committee. These modifications are:

- a) The wording in the statement, “The Treasurer of the Board of Trustees shall serve on the committee as an *ad-hoc member*.” shall be changed to, “The Treasurer of the Board of Trustees shall serve on the committee as a *chairperson*.”
- b) Where it is stated that the Treasurer of the Board of Trustees, “**Reports to:** Finance Committee Chairperson, Board of Trustees”, the wording, “Finance Committee Chairperson” is to be omitted. The Statement shall now read as, “**Reports to:** Board of Trustees”
- c) The Finance Committee should now consist of; The Treasurer, another board member, and 3 to 5 members of the UCC congregation.

The Motion was made by Lawrence Johnson and seconded by Trish Hughes for the modifications to the Finance Committee description.

VOTE: Yes 6, No 0, Abstain 1. The motion passed

The Motion for the Finance Committee to Consist of : Lawrence Johnson, Michael Musielak, Meg McClelland, and Kathy Mandel was made by Lawrence Johnson and seconded by Trish Hughes.

VOTE: Yes 6, No 0, Abstain 1. The motion passed

UCC EDUCATION: The motion was made by Juankee McKinney, and seconded by Rev. Sallie Fox for the purchase of new learning materials for the Children’s Ministry. The cost of the learning materials was about \$120.

VOTE: Yes 7, No 0, Abstain 0. The motion passed

RUNNING AN AD IN THE ST. LOUIS AMERICAN FOR REV. SANDRA CAMPBELL’S APPEAREANCE: A motion was made by Rev. Sallie and seconded by Juankee McKinney, to place an ad in the St. Louis American advertising the appearance of Rev. Sandra Campbell’s performance of the Betsy Colman Story at UCC.

VOTE: Yes 6, No 0, Abstain 1. The motion passed.

Guest Judy Townsend also suggested that we utilize the Public radio station SKWMU, 90.7 as an avenue for advertising. Lawrence Johnson suggested the creation of a PR committee, and also stated that UCC has a \$3500 line of credit for advertising.

OTHER TOPICS DISCUSSED IN THE MEETING:

- UCC as a source of outreach in the community
Michael Musielak suggested that we should invite a variety of groups to utilize our church as a space for meditation, and other support/healing programs.
- Healing Services
Rev. Sallie would like to invite guests to lead a variety of meditations.
- Lawrence Johnson would like us to revisit, and gain a full understanding as to what institution UCC tithes to.

OLD BUSINESS

GUEST QUESTIONS: Judy Townsend commented that she has faith in the new members of the board of trustees.

FORMS FOR NEW BOARD MEMBERS: UCC Office Manager Judy Lindow gave an overview of board member responsibilities and oversaw the signing of documents for; UCC safe deposit box, checking accounts for; West Community Credit Union, Polaski Bank, and distributed keys belonging to the UCC building. All board members are to regularly check mail trays, and email.

NEW DATE FOR MONTHLY BOARD MEETING: The UCC Board decided to meet every 3rd Thursday evening of the Month at 7p.m.

Question from Harry Drake- Harry Drake asked about our budget to pay for staff salaries, guest ministers, and performers. The question was answered by Lawrence Johnson and Rev. Sallie. We have 3 positions at UCC that are paid staff; the Office Manager, the Music Director, and the Minister. The Minister's contract includes 8 Sundays off annually. UCC's budget includes the appearance of 12 guest ministers. Lawrence Johnson suggested that all board members refer to the 2016 budget for a break down of how expenses will be paid.

ADJORNMENT: A motion was made by Juankee McKinney and seconded by Trish Hughes, to adjourn. The time was 2:57pm

CLOSING PRAYER: Rev. Sallie Fox

