

## **BOARD OF TRUSTEES MEETING**

### **Unity Christ Church**

**August 17, 2017**

**Members Present:** Lawrence Johnson, President; Rudolph Clay, Treasurer; Juankee J. McKinney; Carolyn Perry; Ron Palumbo, Minister

**Call to Order:** Lawrence Johnson, President called the meeting to order at 7:32 p.m.

**Opening Prayer:** Reverend Palumbo led the opening prayer

**Board Check-Up:** The Board shared their request for prayers for this month.

#### **Minister's Report:**

- New Member Orientation class held on July 23, 2017. Seven prospective members presented, 5 teams represented.
- Shared retirement party Thank you note from Judy Lindow
- World Day of Prayer: September 14, 2017 is World Day of Prayer; prayer requests need to be turned in by September 3, 2017. Request will be sent to Unity Village to be included in the prayer process
- Prayer Vigil sign up for World day of prayer 6:00 A.M. to Midnight; will also talk with Mary Biggs regarding live streaming the opening night of World Day of Prayer to the Unity Sanctuary
- Using the Law of Attraction Wisely workshop went well. Sixteen (16) attended, **\$673.00** total income. **\$336.50** to UCC
- Interview with the Board for the Office manager position have been scheduled for Saturday August 19, 2017 (1:00 and 2:00 PM). The third interview will be held on Tuesday August 22, 2017 at 7:00PM.

#### **President's Report:**

- President Johnson emphasized the need to designate a person for Board member as soon as possible
- Invited to meeting?
- Presented minutes from July 2017 Board minutes taken by Judy Lindow in lieu of Kelly Mayhew's resignation. Juankee J. McKinney made a motion to approve the minutes as corrected; Ron Palumbo, Minister, seconded the motion, Unanimous approval.

- President Johnson has completed background check so that he can substitute in teaching children in Sunday school.
- Rudolph has volunteered to look into training for Youth Education Program

### **Treasurer's Report:**

Report presented by Rudolph Clay:

- Total assets: **\$ 1, 108, 000.00**
- Total income: **\$5,231.00**
- Total expenses: **\$23,174.00**
- Net Income: **-19,943.00**
- Expenditure for HVAC: \$7118.00

A motion was made by Carolyn Perry to accept the financial report as presented; Reverend Palumbo Seconded the motion; vote unanimous.

### **Old Business:**

- The resumption of the Board/Minister conversation was scheduled for Sunday, September 10, 2017.

### **New Business:**

#### **Harassment Policy**

Information regarding Harassment was presented by Carolyn Perry. Presented information on harassment policies as well as discussed standards of conduct for Unity Christ Church. Revision to current UCC policy will include that complaint and investigation must be put in writing. Lawrence Johnson, President and Carolyn Perry, Member will review policy for changes and will present to the Board for review and discussion.

#### **Security**

Lawrence Johnson, President, presented concerns related to the recent rash of robberies that have occurred at Unity Christ Church. The need to put into effect a policy regarding locking of the doors was emphasized. A key policy is already in place for management of the keys. President Johnson suggested that the Board should look at a number of options.

- Update who has these keys
- Possibility of going to a security system
- 3<sup>rd</sup> issue ? can't read handwriting

Reverend Palumbo will get an updated list and see who has the keys.

Additionally, President Johnson stated that we need to review the key/door procedure and update the procedure for the use of the building. Will also come back with security suggestions for groups not adhering to the policy. Possible forfeiture of their rights to use the building.

### **Water Fountain**

Carolyn Perry presented information regarding the replacement of the lower level water fountain. She reports it is old and the parts needed are not available. Cost to replace the water fountain is \$500-600.

A motion was made by Rudolph to remove the water fountain; Reverend Palumbo seconded the motion; vote unanimous.

The motion to replace the water fountain was tabled. Reverend Palumbo will undertake the task of exploring options. He will investigate the cost of purchasing a water cooler. He will also locate a plumber who can remove the water fountain.

### **Membership at Unity Christ Church**

Reverend Palumbo reports six (6) people are ready to become members of UCC. However, the requirement of "Lessons In Truth" had not been emphasized at the New Member Orientation. Reverend Palumbo stated that he felt that "*The Keys to the Kingdom*" should fulfill the membership requirement. However, the Bylaws require the study of "Lessons in Truth". After discussion it was decided that a study of "Lessons In Truth" will remain the criteria for membership in Unity Christ Church. Rudolph Clay made a motion to give the potential members a copy of "Lessons In Truth" to read before becoming official members. Reverend Palumbo seconded the motion; vote unanimous.

### **Six Applicants for membership at UCC**

Reverend Palumbo announced that there are six (6) applicants for membership at Unity Christ Church.

### **Announcements**

Reverend Palumbo announced that Debra Sharn has gotten a commitment from Jeanne Trevor to sing at UCC Sunday service.

President Johnson announced that the nominating committee needs to be formed. Called for recommendations of potential committee members.

### **Closing Prayer**

Reverend Palumbo led the Board in a closing prayer.

### **Adjournment**

The meeting adjourned at 9:49 P.M.