

**UNITY CHURCH OF TRUTH**

**14402 PROSPECT AVENUE**

**TUSTIN, CA 92780**

**MEETING OF THE BOARD OF DIRECTORS**

**September 21, 2021**

**OPENING PRAYER:**

Erin led the board in opening prayer.

**CALL TO ORDER:**

Jim called the meeting to order at 6:05 PM.

**ROLL CALL: All via Zoom**

Connie Carter (2024)

Jim DeFontes ( )

Lisa Kolibar ( )

Todd Boppell ( )

Erin Hostetler ( )

Kathy Andrews (2024)

Steve Stoeckel (2021)  
Director)

Mary Jeanne Hawes (Ministry

Reverend Blair Tabor (Sacred Ministry Team)

**MOTIONS:**

***Minutes Approval:***

Jim moved and was seconded that the regular and executive minutes from September 7, 2021 be approved as amended. The motion passed.

***Agenda Approval:***

Erin moved and was seconded that the agenda (Exhibit A) be approved as presented. The motion passed.

**Review of Action Items:**

Erin led a review of last week's action items. All were complete or in process.

**President's Report:**

Jim spoke with Deanna Parks regarding taking Erin's outstanding term as a board member, and will meet with her next week to proceed. Kathy asked to

hear background about Deanna. Jim moved and was seconded that Deanna Parks would be the board member replacement for Erin. The motion passed. Erin will speak with Deanna and assist with the on-boarding process. Jim called for an emergency meeting of the board regarding another matter, to be scheduled. Steve gave recognition to each board member. The board expressed its gratitude to Steve, in the completion of his board service. Jim moved that Steve will be our Shaman Emeritus. The motion carried.

### **Spiritual Ministry Team Report:**

Rev Blair gave a report on the SMT work. The six session Grief recovery Workshop starts this Thursday. The AIF Weekend Intensive Kick-off begins Friday, October 1. There was a small- group training for AIF leaders on September 11. New member orientation and Spiritual Baptism will be October 17/October 24. All SMT members will be present in person for Burning Bowl/White Stone Sunday.

### **Ministry Director's Report:**

Mary Jeanne met with IDG to create an ad campaign to drive interest to our various events and programs. AIF books will be available in the bookstore next Sunday. MJ filed a report with our insurance agent regarding the on-site incident. MJ spoke of two potential church members who have chosen to leave, based on their feelings and experiences in the church. The board had open conversation regarding the situation. Mary Jeanne will review the Organizational Chart to see areas that need work.

### **Financial Report:**

Todd reported on the cash on hand, to stay around \$50,000. Reserve balances are in good shape. Monthly expenses were mostly in line. Offering revenues were good, without any special large donations. We will be moving back to cash accounting at the end of the year, rather than accrual basis, and simplifying other processes.

### **Web build and Design:**

Todd reviewed the progress with IDG. We are looking for completion in mid to late October. The calendar of events function is in process. The topic of member testimonials was discussed, both in AIF and ongoingly, possibly on the website. Erin and Kathy will continue the conversation. Mary Jeanne will reach out to Joe Hill and other members about possibly speaking during AIF.

### **Property and Grounds (update):**

Connie spoke about the collaboration between the Sacred Grounds Ministry and the MUTs, and that there is an SGM meeting scheduled for Saturday.

She suggested a process for proposing projects to the board. She reported that she had attended sessions in an online Facilities Maintenance conference, and wants to gather data to create a preventive maintenance schedule.

### **Annual Membership Meeting:**

Erin gave a recap of the Annual Meeting, saying it went smoothly for the most part. The hybrid system of meeting will be the format in the future. The Financial Team will be communicating to the community that our current means of financing is unsustainable, and what needs we have. The Annual Meeting handouts were well-received.

### **Outside Revenue:**

Lisa reported on the Karl Anthony concert, which was successful. 90 tickets were sold. Lisa reviewed the revenue split between the artist and the church, to possibly negotiate in the future. Committees and helpers will need to be in action earlier, in terms of planning, ticket sales, advertising, set up and tear down.

### **Welcoming Process:**

Kathy introduced the beginning of a Welcoming/Ambassador program. She shared the prototype Guest Introduction Form. Shara follows up with a personal call on First Time Visitor feedback. It was proposed that we initiate an Annual Congress team building networking with Board, Staff, and ministry leaders. Jim will reach out to Patti to see if she would take the lead with Ambassadors. Erin will reach out to MJ regarding QR codes, bit.ly, and social media.

### **Incident on Campus:**

MJ -- deferred -- Erin and Shara are creating a policy of how to deal with situations that take place on campus.

### **YFM:**

Erin will email the board her vision

### **Board Dinner:**

Jim would like to have a board dinner, with past and current board members, and Mary Jeanne.

## **Review Action Items**

### **Action Items assigned this meeting**

ACTION ITEM:

ACTION ITEM: *Jim*

- *Meet with Deanna regarding joining the Board*
- *Speak with Patti Higgins regarding leading the Ambassador team*

ACTION ITEM: *Erin*

- *Speak with Mary Jeanne regarding QR codes, bit.ly, and social media*
- *Email her Vision to the board*
- *Speak with Deanna Parks about board membership*

ACTION ITEM: *Lisa*

ACTION ITEM: *Todd*

ACTION ITEM: *Connie*

- *Gather data to create preventive maintenance schedule*

ACTION ITEM: *Mary Jeanne*

- *Review Organizational chart*
- *Contact Joe Hill and other members about speaking at AIF*
- *Assist gathering information for preventive maintenance schedule*

## **Dates for Future Board Meetings**

Tuesday October 5, 2021 at 6:00 PM via Zoom

### **CHECK OUT**

- **Closing Prayer & Adjournment**

Steve led the Board in the closing prayer.

The meeting was adjourned by Jim at 8:50 PM

Connie Carter

Secretary