

Unity Georgetown Board of Trustees Meeting Minutes FINAL
September 10, 2025

Meeting called to order at 1:12 pm

Roll call: Rev Tomas de Leon, Therese Finn, Claudia Robinson, Michele Adams, Tom Horne. A quorum was present.

Opening Prayer: Ms. Finn.

Approve minutes from Aug 13 meeting: postponed pending final draft from the secretary.

Reports

Minister:

Rev. de Leon reported on his outreach to absentee congregants and an overall increase in regular attendance.

Treasurer:

Ms. Adams shared a chart showing recurring expenses.

Vice President:

Ms. Robinson updated the Board on plans to focus on 1-2 volunteer opportunities on Sundays and highlight them in the announcements. She recommended that Cary use text vs email to contact volunteers.

President:

Ms. Finn followed up on a congregant's proposal to add a "meet and greet" to the Sunday service. Rev Tommy agreed to a trial next Sunday to see how the congregation responds.

Mr. Horne:

Mr. Horne updated the Board on Kirk's recovery. Mr. Horne will continue to transport the equipment, with Mr. Finn as back-up, until (and if) Kirk wants to resume. He also brought up the possibility of forming a Christmas choir if there's enough interest.

Old Business

Bryan Mitchell: Ms. Finn drafted a formal resignation letter for Mr. Mitchell's signature.

The Board agreed to recognize Bryan's years of service to Unity GT by honoring him at a potluck after service in October. Ms. Robinson will follow up with hospitality team and volunteers to schedule and arrange the potluck, and coordinate tributes for Mr. Mitchell. Rev. de Leon will contact the SC activities director to ask about reserving the Oaks for the service and potluck.

Website design update:

Ms. Pinkston informed Ms. Finn by phone that the demands of her work schedule prevent her from continuing this project at this time and she's reluctantly considering resigning her Board position for that reason. Ms. Finn will put a call for volunteers or referrals to website designers in the announcements on Sunday and in the newsletter. The Board agreed that getting the website updated is necessary as we begin the radio marketing campaign.

Breeze follow-up:

The Board discussed the pros and cons of Breeze vs SteepleMate software and decided to postpone a decision until the Budget and Finance team can review the options.

Salary Ranges:

Ms. Finn called for input to create a Board policy setting ranges for contract employees. Ms. Adams will follow up and report at next month's meeting.

Mailbox move:

The Board set a date of October 1, 2025 for the changeover to the new mailbox address. Ms. Finn will draft an announcement for next week's newsletter and Sunday service, and coordinate with Cary about sending an email blast to the congregation and updating the website. Ms. Adams is preparing a list of whom we need to notify about the change. She'll also take care of the physical change and new mailbox keys. [The new address is 1530 Sun City Blvd, Suite 120, Box 107, Georgetown, Texas 78633.](#)

New Business

Budget and Finance Team update:

Mag Salid has resigned, so there is one open position on the team.

The team met with our bookkeeper last week and discussed how to streamline and simplify reports and banking procedures and improve coordination.

The bookkeeper confirmed that the 2 missing checks the former Board made out to Treaty Oak Law Firm were never cancelled or voided, so the Board decided to stop payment on both.

UWM Acquisition Vote:

Rev. de Leon and Ms. Finn will represent Unity GT at the Annual Business Meeting via Zoom on November 5.

Music Fund Dissolution :

Rev. de Leon moved that since the Music Ministry is now included as a line item in the annual budget, the Board dissolve the Music Fund, transfer the remaining funds to the PNC money market account, and close the Music Fund account at PNC. Ms. Robinson seconded, a vote was called, and the motion passed.

The meeting was adjourned at 3:06 pm.

Next meeting is October 8 at 1 pm at Ms. Finn's.

Therese Finn, President
Unity Georgetown Board of Trustees

