

UNITY SPIRITUAL CENTER of GEORGETOWN

A Spiritual Breath of Fresh Air

www.unitygeorgetown.org

Board of Trustees Minutes

February 12, 2025

1) Meeting Location

The Board met in the home of President Therese Finn

2) Meeting Attendees

A Quorum was present consisting of all Board Members: Therese Finn, Claudia Robinson, Tom Horne, Shannon Pinkston and Bryan Mitchell

3) Call to Order

Ms. Finn called the meeting to order at 6:12 p.m.

4) Opening Prayer

Conducted by Ms. Finn

5) Secretary's Report

It was agreed that Ms. Pinkston, upon initial approval from Ms. Finn of recent meeting minutes submitted, will email the Minutes to the Board prior to the next meeting for any clarification needed. Ms. Finn then moved to approve the Minutes from the Board Meeting on Feb. 9, 2025. Mr. Mitchell seconded. Motion carried

6) Operations Status Report

Due to the Former Board not releasing passwords and basic church operational data to the church/newly elected Board, extensive work has been done by Admin., Ms. Finn and Mr. Horne to:

- Regain passwords for Banking, Church Email, Church Website, Breeze, YouTube, Canva Pro, Quickbooks and Mailchimp etc.
- As of this meeting, the Board and Admin have current access to Website, Gmail account (except admin@gmail.com) Canva, YouTube (access to videos, but unable to livestream and upload), Quickbooks and Mailchimp
- Breeze is still only partial access
- No access yet to Admin email. As such, the temp email is still being used
- Ms. Finn and Mr. Horne have successfully coordinated with PNC Bank to gain access and signatory status, while Live Oak bank access is still pending
- We are currently video recording services, but audio quality and uploads are still being sorted out

7) Treasurer's Report

Mr. Horne provided the Treasurers Report (see attached)

Urgent: In efforts to determine which Congregants have/have not received their 2024 Statement of Giving for Tax Purposes, Admin will include in this Friday's newsletter a query regarding who has/has not gotten this Tax document. Also queried at Sunday Service.

Discussion also involved:

- Updating the Tithing Form to include lines for details of each check to be tallied (Ms. Pinkston will update and forward to Admin)
- A stamp needs to be ordered for check deposits
- We need to ask for/clarify ushers and ask for volunteers next service - Ms. Robinson will work with admin to coordinate volunteers for now
- The ushers are to do the counting of the number of attendees and the tithes
- Mr. Horne will pay the musicians at end of each service
- The Live Oak bank docs have been submitted and access is coming
- Clarification is needed on how to log in online to document tithes received
- An SEO assistant may be needed to update/correct church address/info on Google - this will be discussed with Admin.

Mr. Mitchell motioned to approve Treasurer's Report, Ms. Robinson seconded. Motion carried

8) Facilities Report

- Discussion involved pros and cons of The Oaks vs. The Atrium vs. Cowan Creek
- The Oaks is awkward because of the fireplace, cramped if congregation grows, tight space for music team, no building monitor
- Atrium holds more people, kitchen for coffee and hospitality post service, lends itself to growth of congregation, music team has more room, building monitor there
- Florence Room at Cowan Creek holds the most people, kitchen for hospitality, monitor
- Florence Room was chosen for the Annual Meeting, if available. Atrium 2nd choice
- Mr. Horne moved to appoint Mr. Mitchell as Sun City Facilities Coordinator. Ms. Finn seconded. Motion carried

9) New Members Class

- 1st class will be this SUN February 16 from 12-1:15. Sandy Moore is coordinating. Class capacity is 36.
- 2nd class will be on SUN March 2nd from 12-2. Ms. Finn will facilitate the class on Rev. Tommy's behalf, and Mr. Mitchell will discuss the history of USCG. Someone from each USCG Ministry team will discuss their function.

10) Guest Speaker Schedule

Ms. Robinson and Mr. Horne are working to determine what guest speakers were booked by the prior board and when they are to speak. Additional speakers may need to be scheduled, once the above is determined

11) Annual Meeting Timeline

- USCG Annual Meeting will be held on March 23 from 12-2 pm. Location pending
- Meeting Date/Info will be announced at each service from now until March 23
- Meeting Date/Info will be published in the Newsletter FRI February 14 and weekly until SUN March 23
- A call for New Board Member statements of interest will be made each SUN leading up to the Annual Meeting
- Ms. Robinson was nominated by Mr. Horne as Board Member representative to the Nominating Team. Mr. Mitchell seconded. Motion carried

12) UWM:

- A discussion ensued on UWM's involvement in USCG, rehiring Rev Tomas DeLeon, and who would stand in as minister until such time as Rev Tommy returns
- The Board concurred that, if USCG were ever actually under assessment, it was based on the misconception that there was a conflict between the former Board and the minister serious enough to require mediation by UWM
- Any conflict that existed was between the Board and the congregation. This has now been resolved with the resignation of the last 2 remaining members of the former Board, and the membership's appointment of a new Board
- The Board concluded that there is no need for UWM to conduct an assessment of our ministry, and that we will express that to them if the assessment team contacts us
- Further discussion ensued, including recent communication between the Board and Rev. Joanne Burns, and when and how to start proceedings to rehire Rev. Tommy
- Ms. Finn agreed to draft a statement of the Board's position and review it at our next meeting
- As the Board's complete statement of position is still under review, a vote was tabled until our next meeting

13) Board Practices and Strengthening

- A Board retreat was discussed - possibly at Florence Winery
- Ms. Pinkston will look for the booklet from her prior board time and will specifically offer the Spiritual Maturity Contract and Unity Board Member growth and support sections
- Ms. Finn discussed a board training video that was purchased from UWM - we need to gain access to that

14) Ministry Teams

In efforts to support the Treasurer and the Congregation as we move forward in advancing USCG, it was discussed that Mr. Huck Finn should continue in his current ministerial advisory position. Ms. Pinkston moved to nominate Mr. Finn as head of the Ministry Team for Budget and Finance. Ms. Robinson seconded. Motion carried

15) Next Board Meeting

Scheduled for Thursday, 2/20/25 at 12:30 PM at Therese Finn's home

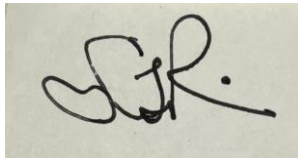
16) Closing Prayer

Conducted by Mr. Horne

17) Adjourned

Ms. Pinkston moved to adjourn the meeting at 8:23 pm. Mr. Mitchell seconded. Ms. Finn adjourned the meeting

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'SPK.' with a stylized flourish.

Shannon Pinkston, Secretary

Dated: February 14, 2025