

Unity Georgetown Board of Trustees Meeting Minutes FINAL  
December 9, 2025

The meeting was called to order at 3:07 p.m.

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

**Opening Prayer** was led by Therese Finn.

**Approval of previous meeting minutes:** Ms. Finn called for a motion to approve the minutes of November 11, 2025 minutes. Rev. de Leon so moved. Ms. Adams seconded. The minutes were approved as written.

**Mail Call:** There was nothing to report.

**Reports:**

Spiritual Leader: Rev. de Leon reported that attendance at Sunday services is steadily growing.

President: Ms. Finn reported on the Budget and Finance Team meeting. The team set a date of Sunday, January 11, 2026 for a meeting to update the congregation on our finances. The team will prepare slides and a report. Rev. Tommy will follow up to see whether the Atrium is available for an after-service meeting.

Vice President: Ms. Robinson reported that Sandy More has volunteered to lead the Benevolence Team.

Treasurer: Ms. Adams reported on the positive response to the Caring Place holiday fund-raising campaign.

**Old Business:**

Finance Reporting update: Rev. de Leon updated progress toward redefining our financial reporting procedures and Treasurer's duties. The decision is to keep using Breeze to input and track donations, and to begin to off-load some of the data input and "bookkeeper" tasks currently being done by the Board treasurer, either to another Board member or by assigning them to Pat, our bookkeeper. Rev. de Leon has experience from his previous ministry and as Treasurer of the Regional Board and he volunteered to take over the data entry on a trial basis.

Angel team liability update and policy: The Board recommends that the Angel team act as a referral agency for ride requests, instead of providing rides directly. This allows them to respond to congregants' needs while limiting our liability to an acceptable level of risk. We also recommend they update their mission statement to include limitations on the services they can provide. (See attached Board letter).

Tithing policy: The Board discussed the repercussions of the UWM acquisition on our tithing policy, since we previously divided our tithe between both organizations. It was decided to expand our thinking "out of the box" to include local organizations that serve our community. Rev. Tommy made a motion to tithe \$250.00 each to UWM and The Caring Place this month. Claudia seconded. Motion passed by unanimous vote.

Membership renewal timeline: The Board agreed to a mid-January start date for our membership renewal campaign, which will coincide with a call for new member

candidates. A new members class will be scheduled before the Annual Meeting in March.

Website facelift : The Board discussed options for updating our website, including training available through Tithely, computer students at Southwestern, and asking Shannon Pinkston if she's available. Ms. Adams and Ms. Finn will check into Tithely, Ms. Robinson will reach out to a contact at SWU, and Mr. Robinson will contact Ms. Pinkston.

Board Endorsement of Rev. de Leon: The Board agreed to adopt a revised version of an internal statement endorsing Rev. de Leon as fully qualified to serve as our spiritual leader (letter attached).

Job description review: Tabled for later discussion.

**New Business:**

2026 facilities update and quarterly potluck proposal: Rev. de Leon reported that he has reserved The Atrium for our Sunday services through the end of 2026. He also queried Amy Ringler several times about the possibility of returning to The Oaks, but she insists the new policy prohibits any organization from renting the room on a weekly basis. We decided to ask if we can switch our service to The Oaks once a quarter beginning on March 28 (Annual Meeting) to allow us to have an after-service potluck. Rev. de Leon will follow up with Ms. Ringler and report back.

**Closing Prayer** was led by Mr. Horne.

Meeting was adjourned at 5:04 p.m.

**Next meeting:** Tuesday, January 6 at 3 pm.

Attached:

1. Unity Georgetown Board of Trustees Recommendations for the Angel Team
2. Unity Georgetown Board of Trustees Statement of Endorsement of Rev. Tomas de Leon