

MINUTES FOR UCOG BOARD OF TRUSTEES MEETING FINAL AUGUST 13, 2025

CALL TO ORDER

The meeting was called to order at 1:13 pm.

ROLL CALL / QUORUM

The UCOG Board Meeting was held at Ms. Finn's home. A Quorum of all 7 board members was in attendance: Therese Finn, Claudia Robinson, Michele Adams, Shannon Pinkston, Tom Horne, Bryan Mitchell and Rev. Tommy DeLeon.

OPENING PRAYER

Opening Prayer was conducted by Ms. Finn.

APPROVAL OF PRIOR MEETING MINUTES

Ms. Finn called for approval of Minutes from the July 12th Meeting. Ms. Pinkston moved to approve both sets of Minutes, Mr. Mitchell 2nd. So moved.

MAIL CALL

- * Ms. Finn and the Board discussed her difficulty in contacting insurance to confirm coverage. She will continue to reach out via email to resolve this.
- * Ms. Finn weighed in on Kathy Regan's Wise Woman Spirituality and Health Club meeting and suggested better coordination in taking newcomer photos.

OFFICER & COMMITTEE REPORTS

*** PRESIDENT:**

- * Ms. Finn reported on the successful first meeting of the budget and finance team and announced a financial update for the congregation is being prepared. Jim Moore was elected as the chair of the budget and finance team.

- * **VICE PRESIDENT:** Ms. Robinson and Ms. Finn discussed the need for more volunteers to help with setting up for service, as at least 6 people are needed for the task.

- * **SPIRITUAL LEADER:** Rev. Tommy provided updates: Service attendance is on the increase, the Music team is strong as ever, LGM Downtown is going well, and Audrey has the tech for services all sorted out.

* **TREASURER:** Ms. Adams reported on the challenges of getting up to speed and the need for better communication with Pat. Consolidation of funds into only 3 accounts and connecting the church management system to Quickbooks was also discussed.

* **SECRETARY:** Ms. Pinkston suggested updating the website to reflect a consistent style, with Ms. Finn asking Ms Pinkston to format and clean up the website, while Cary will continue to update the day-to-day information. Ms. Pinkston agreed to further Ms. Adams research on alternative Church management software, as Breeze is very cumbersome for all involved.

* **MEMBER AT LARGE:**

* Mr. Mitchell proposed starting radio ads on KCNT 91.3 to attract new members, noting that \$1k a year is a good value. The Board voted to approve the \$1000 yearly radio ad. Mr. Horne moved for approval, Mr. Mitchell 2nd. Motion passed.

* After careful consideration, Mr. Mitchell has decided to present his resignation from the Board, due to health issues. A founding member of UCOG, the Board gratefully notes his exemplary contributions to both the Board and the Church over the years. His guidance has been invaluable, and his gentle presence and wisdom on the Board will be greatly missed.

OLD BUSINESS

* The Board discussed replacing Breeze with QuickBooks for financial tracking. The membership directory needs to be updated, Breeze is incredibly difficult to maneuver for both Admin and congregants - and starting from scratch with another process was considered.

* The discussion for setting salary ranges for staff was tabled for a future meeting. Mr. Horne so moved, Ms. Robinson 2nd. Motion passed.

NEW BUSINESS

* New Business Items were tabled for the next meeting, as this was a meeting designed to followup on Old Business items.

SCHEDULE FOR NEXT MEETING

The next meeting of the Board will be at Ms. Finn's home on Wednesday, September 10th at 1pm. The meetings will now be held the 2nd Wednesday of each month, from 1-3pm. And all attempts will be made to keep the meeting to 2 hours or less.

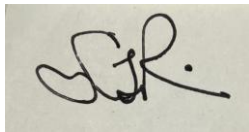
MEETING ADJOURNED

Ms. Pinkston moved to close the meeting at 3:05 pm. Rev. Tommy 2nd. Meeting adjourned.

ACTION ITEMS

- Schedule a potluck event at the Atrium
- Rev Tommy to speak with CA about returning to The Oaks
- Rev Tommy to setup Admin B/U and Mailchimp training for Rosemary & Shannon
- Update Website: Cary will continue to update content, Shannon will work on formatting and style consistency
- Michelle will handle the Church mailbox transfer to the Sun City Mail Center
- Shannon will utilize Michelle's research to evaluate Breeze alternatives and bring recommendations to the next meeting
- Ms. Finn will send a congratulatory card to Unity of the Hills for new minister
- Rev. Tommy will reach out to KCNT radio and setup the \$1k annual sponsorship, then work with Shannon to prepare a draft script for the radio ads

Respectfully submitted,

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

Shannon Pinkston, Secretary

Dated: September 6, 2025