

UCOG BOARD OF TRUSTEES MEETING

APRIL 2, 2025

CALL TO ORDER

The meeting was called to order at 1:25 pm

ROLL CALL / QUORUM

The UCOG Board Meeting was held at the home of Ms. Finn. A Quorum of 5 of 6 board members were in attendance: Therese Finn, Claudia Robinson, Tom Horne, Shannon Pinkston and Michele Adams.

OPENING PRAYER

Opening Prayer was conducted by Ms. Finn

APPROVAL OF PRIOR MEETING MINUTES

Mr. Horne moved for approval of minutes from March 26, Ms. Robinson 2nd. Motion carried.

MAIL CALL

Ms. Robinson reported that an email request was made by Paula Hatfield to have her name removed from insurance policy promo materials. This will be taken care of soon. Ms. Finn also reported on an email from David Drum, an LUT and member of UWM Board, asking to meet with our ministry leadership as part of a UWM outreach effort. Ms Finn will follow up with him. Ms Finn also reported on a request from Rev Tommy's review team that he and the Board attend a Zoom meeting on Saturday, April 12th from 12:30 – 4:30 pm EST for Board Training. Ms Finn will complete our registration.. Ms Finn then mentioned the need to follow up with Jen Dickey from UWM to set up an in-person meeting between Ms. Robinson, Ms. Dickey and Ms. Pinkston as requested. Ms. Finn then mentioned an email about paying fees for using Unity music, which Mr. Horne discussed in his report.

OFFICER & COMMITTEE REPORTS

* **PRESIDENT:** Ms. Finn suggested that the Annual Meeting minutes review be tabled until the next meeting. After discussion about some of the particulars, Ms. Finn requested that all Board Members further review the contract for Rev. Tommy prior to our discussion at the next board meeting. Ms. Finn also addressed the need for name tags for board members and prayer chaplains, and Ms. Adams noted she has 2 good Sun City contacts for those that she will pass

on. Ms. Finn then noted a discrepancy with the upcoming facilities schedule, and offered to look into it.

* **SECRETARY:** Ms. Pinkston reported that she had organized both the greeter box and the usher box into much more manageable banker boxes, labeling all the info contained and doing away with obsolete items. Ms. Pinkston also will begin to work on the website once Rev. Tommy is back and the logo/name is decided upon. She will be responsible for the design of the Website and Newsletter, working in conjunction with Cary once details have been input. Ms. Pinkston will also update training materials for the Ushers, and was requested to put together a design and estimate for 50 single fold Greeting Cards and Envelopes for Ms. Robinson's use for church needs.

* **TREASURER:** Mr. Horne did not present a Treasurer's Report, as the bank numbers from the last report have stayed the same. He requested that Ushers be advised to list on the Reporting form both First Initial and Last Name on checks, that checks be listed in order from smallest to largest, that each Usher should count individually to achieve the correct tally, that an accurate headcount of congregants is equally important, and that anonymity/confidentiality of names and amounts of donations is very important. Mr. Horne also reported that \$100 a year is to be paid to Unity for use of Unity Music in services, and that a small fee per non-Unity music used will be forthcoming in the future.

* **VICE PRESIDENT:** Ms. Robinson discussed the need for a Card to be designed (above) and the need to follow up with Jen Dickey from UWM to setup an in-person meeting between Ms. Robinson, Ms. Dickey and Ms. Pinkston as requested.

OLD BUSINESS - PART 1

Reverend Tommy's assessment status was reviewed, emphasizing the desire for his return by Easter. Ms. Finn discussed the zoom meeting that she and Mr. Horne had with the UWM Ethics team last week. Ms. Finn mentioned the committee's offer to have Reverend Joanne Burns and her team assess our ministry, which they declined. Ms. Finn then suggested the Board move into and Executive Session to discuss confidential information about Rev. Tommy's status.

EXECUTIVE SESSION

The Board Meeting paused at 2:22 pm to go into Executive Session. The Board Meeting resumed at 3:05 pm.

OLD BUSINESS - PART 2

The Board further discussed the drafting of a new contract for Rev. Tommy, considering a 3% salary increase annually. They debated the concept of a pledge drive for financial feasibility, noting the need congregants to pledge annually. They highlighted that the current financial situation has improved since Rev. Tommy's initial hiring, and questioned why the prior board suddenly claimed affordability issues. Mr. Horne mentioned Yolanda's suggestion to put the

special ministry team to work and questioned if we should draft the contract details ourselves or ask Pierce to do it. Ms. Finn suggests using the old contract as a starting point and emphasizes the need to go through it line by line, with Tommy's input.

SCHEDULE FOR NEXT MEETING

The next meeting of the Board will be at Ms. Finn's home on Wednesday, April 9 at 1:30 pm

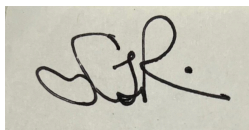
MEETING ADJOURNED

Ms. Pinkston moved to close the meeting at 3:36pm. Mr. Horne 2nd. Meeting was adjourned.

ACTION ITEMS

- Ms Finn and Ms. Pinkston: Schedule a meeting with Cary to discuss and organize the volunteer and attendance tracking processes in Breeze, as well as Website and Newsletter design templates and protocols.
- Ms. Pinkston: update Usher training memo and finish labeling tote boxes.
- Ms. Pinkston: design and price UCOG thank you card.
- Ms. Robinson: Reach out to the UWM Jen Dickey to schedule a meeting.
- Board needs to draft and send an email to the volunteer counters, inviting them to a training session on the proper procedures.
- Ms. Finn: Follow up with Amy/CA Facilities regarding Easter Sunday and the following Sunday's service locations.
- Draft the contract for Reverend Tommy's rehire. Review Reverend Tommy's previous contract as a starting point.
- Ms Finn will follow up with David Drumm and will register the Board and Rev Tommy for the Zoom Training.

Respectfully submitted,

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

Shannon Pinkston, Secretary

Dated: April 3, 2025