

**UNITY CHURCH OF TRUTH**  
**14402 PROSPECT AVENUE**  
**TUSTIN, CA 92780**  
**MEETING OF THE BOARD OF DIRECTORS**  
**November 17, 2020**

**OPENING PRAYER:**

Rev. Clive led the board in opening prayer.

**CALL TO ORDER:**

Jim called the meeting to order at 6:33 PM.

**ROLL CALL: All via Zoom**

Rev. Clive	Connie Carter (2021)
Jim DeFontes ( )	Lisa Kolibar ( )
Todd Boppell ( )	Erin Hostetler ( )
Steve Stoeckel (2021 )	Mary Jeanne Hawes (Ministry Director)

**MOTIONS:**

***Minutes Approval:***

Todd moved and was seconded that the minutes from 11-10-20 be approved as amended. The motion passed.

***Agenda Approval:***

Todd moved and was seconded that the agenda (Exhibit A) be approved as amended. The motion passed.

**Review of Action Items:**

Erin led a review of last week's action items, as listed in the agenda. All were completed, with the exception of Lisa looking into the requirements for a non-Unity minister serving in a Unity church; this item was removed.

**President's Report:**

Jim outlined 10 areas of priorities, focused on stabilization, revenue, and communication.

### **Minister's Report:**

Rev Clive tendered his resignation, effective December 13, 2020. He feels that the board has good control of executive functions and a solid plan for moving forward, with prospective personnel in place. He is conscious of the torch being passed and that he has assisted UOT as much as is needed, and is willing to contribute remotely as needed. He has notified the staff of his decision. After a brief discussion, the board agreed to notify the community prior to the Community meeting. Clive will draft a message and have Mary Jeanne review it, prior to releasing it to the community.

### **Community Meeting:**

Erin shared her updated community meeting agenda and the Q and A protocol. Steve will be Keeper of the Flame.

### **Minister Transition Team:**

Lisa reported on very positive community feedback on Shara. John Hawes is putting together a plan/schedule/map for the three presenters, then talking to them regarding hours, responsibilities, and costs. Lisa and Jim will meet to coordinate their presentations for the Community meeting.

### **Finance Report**

Todd presented cash trends, P&L. Mary Jeanne provided a draft budget for normal expenses, which Todd will polish and send out to the board by this weekend. He presented a loan update, stating that the bank wants to see UOT's financials, budget, and means of paying back the increased loan. Todd will need to explain/demonstrate how we will accomplish this. Todd will check other church lenders. His emphasis in the Community meeting will be the importance of end of year giving, and to increase or begin monthly tithing and setting up auto pay. We will talk about the Pledge drive later, in January.

### **Ministry Director's Report:**

Mary Jeanne reported that Christy Brawner is doing very well, catching on quickly. Bookstore is a retail facility, and can remain open at a 25% capacity. MJ and Darrell clarified his duties and expectations; they discussed getting Prayer Chaplains further involved in ministries, with content developed by MJ, and transitioning Wednesday service to MJ. Bonnie Gosline and Jon Claud Pinto are seen as Co-leaders of the Prayer Chaplain ministry next year. All future events must go through MJ or Christy to be approved and placed on the calendar.

### **Facilities and Grounds Report:**

Connie reported on the Legacy Trees and the bids for trimming or removing them.

Steve moved and was seconded that we set aside \$5750 to trim Tree #1 and Tree #2 using the contractor of Connie's choice. Steve moved to amend the motion to get proof of insurance, with a minimum of \$1 million of liability and Worker's Compensation. The motion passed. Steve will be the consulting arborist during the pruning.

### **Prosperity Report:**

Lisa reported on this previously.

### **Outside Services:**

Jim presented that we will monitor the weather, notify the community of indoor/outdoor service location as early as possible, Annette will order a sign to notify passersby if we are not meeting. We will stream services from the sanctuary if we can't meet inside and it is too cold to be outside.

### **Review Action Items**

#### **Action Items assigned this meeting**

ACTION ITEM:

ACTION ITEM: **Clive**

- *Draft his resignation notice to the community, review with Mary Jeanne*

ACTION ITEM: **Jim**

ACTION ITEM: **Erin**

ACTION ITEM: **Lisa**

ACTION ITEM: **Steve**

ACTION ITEM: **Todd**

- *Work on budget, send to Board*

ACTION ITEM: **Connie**

- *Contact selected tree company, clarify terms of tree trimming, consult with Todd regarding payment*

**ACTION ITEM: *Mary Jeanne***

- *Reach out to Arnie Bazensky re: iron worker to fabricate more collection boxes*
- *Continue conversation with Darrell Holdaway re: managing UOT's online presence*

**Dates for Future Board Meetings**

Tuesday, December 1, 2020 at 6:30 PM via Zoom

**CHECK OUT**

● **Closing Prayer & Adjournment**

Rev.Clive led the Board in the closing prayer.

The meeting was adjourned by Jim at 8:49 PM

Connie Carter

Secretary