

**UNITY CHURCH OF TRUTH**  
**14402 PROSPECT AVENUE**  
**TUSTIN, CA 92780**  
**MEETING OF THE BOARD OF DIRECTORS**  
**February 2, 2021**

**OPENING PRAYER:**

Craig Phillips led the board in opening prayer.

**CALL TO ORDER:**

Jim called the meeting to order at 6:32 PM.

**ROLL CALL: All via Zoom**

Connie Carter (2021)	Jim DeFontes ( )
Lisa Kolibar ( )	Todd Boppell ( )
Erin Hostetler ( )	Steve Stoeckel (2021 )
Mary Jeanne Hawes (Ministry Director)	Craig Phillips (Sacred Ministry Team)

**MOTIONS:**

***Minutes Approval:***

Steve moved and was seconded that the minutes from January 19, 2021 be approved as presented. 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. All were complete or in process.

**President's Report:**

Jim presented that we are stable, and are moving into making decisions and creating priorities.

### **Spiritual Ministry Team Report:**

Craig reached out to Shara and Blair, their collaboration is moving well, they are meeting monthly, and they are still receiving positive feedback from White Stone Weekend. Blair's Rumi class is going well, and Shara has an upcoming class.

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

Rev Blair has been contacting our regular donors, with positive feedback. Mary Jeanne spoke about revitalizing the Membership process, facilitated by the Spiritual Ministry Team; they would create the full experience, with classes, spiritual journey stories, and ceremony.

### **Website and Digital Media Manager:**

Todd gave a follow up from the previous meeting's discussion regarding IDG and creating a new website. Lisa and Todd attended a meeting with IDG, and were impressed with their presentation and answers. Digital strategy, including interfacing with Facebook, Twitter, Instagram, YouTube, and optimizing email marketing requires having a dedicated digital manager, and IDG will present a proposal by 2-6-21 to provide this support. Craig is willing to weigh in on website-related discussions.

### **Financial Updates:**

Todd followed up on the previous meeting's discussion on donor and giving trends. We had a significant decline from 2019 in the number of known donors.

Prosperity bonds – Clive sent information to Todd. He recommends forming a Prosperity Plan (like a business plan) outlining what money we need, and what we will use it for. **What is the Vision, and what is the price tag.** We would also create a prospectus outlining legalities, and protections for investors. Clive will support the creation of this program at no charge. The board recommended taking up the Prosperity Bond initiative at a later time, given the large number of other changes currently being implemented.

### **"Weekly Flier at a Glance" Proposal:**

Erin reviewed her weekly flier, an overview of the events of the week, to be sent out digitally on Sundays covering Monday through Sunday, posted online, available at live church services. Mary Jeanne and Christy will create and send this out.

### **YFM Update:**

Jim reviewed Erin's roles as YFM leader and as Board Vice President. Erin spoke about her vision for YFM, and her passion for the work. She expressed her interest in being considered for the position of YFM director when it becomes available.

### **Wedding Shoot Update:**

The Wedding Shoot which took place on the grounds last week turned out very well. Mary Jeanne will follow up with Chrissy Sherbanee regarding next steps for the Wedding Ministry.

### **Smart Sprinkler Control Proposal:**

Steve outlined the Hermit Crab platform of sprinkler/water control, which tailors water delivery to each area according to micro weather situations. The system will save a minimum of 25% of monthly water bills, and rebates would pay for the system. The board requested further research on costs for replacing the timers and adding the Hermit Crab, versus just adding the Hermit Crab to the existing timer system.

### **Hummingbird House refurbishing:**

Connie discussed progress, listed the next major projects, including replacement of the flooring in the kitchen, bathroom, and entry. The HBH Committee will meet to select and price materials, and present its findings to the Board.

### **Security Options:**

Mary Jeanne provided a recap of the meeting held 2-2-21, attended by MJ, Steve Gales, Steve Stoeckel, and Connie Carter. Her report contained a detailed list of recommended measures. She will move forward with ordering the Frontpoint monitoring system, and research other aspects of the recommendations.

### **Office Space Repurposing**

Postponed to next meeting

### **Signage Investigation:**

Postponed to next meeting

### **Set Up Process:**

Postponed to next meeting

## **Review Action Items**

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

#### **ACTION ITEM: *Jim***

- Collect project costs from board members, send to Todd
- Reach out to eight local mortuaries regarding memorial services

#### **ACTION ITEM: *Erin***

- Send message of acknowledgement and appreciation from the board to Prayer Chaplains
- Reach out to Mary Jeanne regarding YFM position
- Work on planning Hummingbird House renovation

#### **ACTION ITEM: *Lisa***

- Work on planning Hummingbird House renovation

#### **ACTION ITEM: *Steve***

- Do further research regarding replacing the entire timer system, vs just adding the Hermit Crab device alone.
- Discuss flow valves with Jim
- Create ways to make the St Francis gardens private when someone is in residence.

#### **ACTION ITEM: *Todd***

- Collate costs for the various proposed projects, for prioritization
- Work on YouTube vs Facebook transition

#### **ACTION ITEM: *Connie***

- Check with County regarding installation of flood lights in parking lot
- Work on planning Hummingbird House renovation

ACTION ITEM: ***Mary Jeanne***

- Consolidate process for church Membership, implement plan in April; SMT to create and facilitate
- Put the Wedding shoot photos on the enews
- Check with Chrissy to see if we should be sending out brochures to wedding vendors, or other next steps
- Price floodlights
- Renew Frontpoint subscription, add fire protection to sanctuary

**Dates for Future Board Meetings**

Tuesday, February 16, 2021 at 6:30 PM via Zoom

**CHECK OUT**

● **Closing Prayer & Adjournment**

Steve led the Board in the closing prayer.

The meeting was adjourned by Jim at 9:05 PM

Connie Carter

Secretary