

**UNITY CHURCH OF TRUTH**  
**14402 PROSPECT AVENUE**  
**TUSTIN, CA 92780**  
**MEETING OF THE BOARD OF DIRECTORS**  
**April 20, 2021**

**OPENING PRAYER:**

Shara led the board in opening prayer.

**CALL TO ORDER:**

Jim called the meeting to order at 6:34 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)	Shara Moscinska, Ministry Team

**MOTIONS:**

***Minutes Approval:***

Jim moved and was seconded that the regular and executive minutes from April 6, 2021 be approved as presented. The motion passed.

***Agenda Approval:***

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

**Review of Action Items:**

Erin led a review of last week's action items. All were complete or in process. Mary Jeanne presented information regarding the FEMA grant process for anti-terrorist measures.

**President's Report:**

Jim's report points are reflected in following Agenda items.

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

SMT has decided to discontinue Conscious Conversations. They would like to focus on a live, interactive model, with an emphasis on meditation. Morning prayers will also be scaled back. Pre-service huddle has been effective; the implementation of welcoming visitors is working well; there will be no SMT member at the next board meeting; we will be having a Birthday Sunday each month. May 2 after Sunday Service Shara will host a sharing circle with Burning Bowl, fostering connection and engagement. Shara suggested hosting a monthly feature to further community engagement, including a full moon labyrinth walk. July will feature a "Welcome New Guest" service.

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

Mary Jeanne reviewed the list of the costs associated with the Field Licensing sponsorship. Shara has already paid some of the initial fees. Her mentor, Rev. Jude Denning, estimates that Shara would be complete in 18 months, rather than in 2-3 years. Additional costs include having the mentor coming to UOT and observing Shara leading the Sunday Service. Due to Covid, nearly all other work is distant, rather than in person. Shara requested UOT to pay Rev Denning her \$125/month honorarium through the end of the Field Licensing program. The board discussed providing letters of commendation to UWM on Shara's behalf. Daniel O'Hara will hold his final meeting at UOT on April 26,

### **Community Meeting:**

Erin reported on the plans for the Community Meeting on May 16, 12:30 – 2:30, via Zoom. The board discussed having the meeting live and filmed, versus having the meeting solely online. Shara pointed out that hybrid presentations will be the norm going forward, and suggested we provide both live and streamed. The board discussed the meeting agenda and content.

### **Property and Grounds:**

Connie reported that the wood repair portion of the termite extermination process will begin next week. The south deck of Victoria House will be repaired and painted as is, with any redesign to take place later. The board reviewed a temporary entry sign proposal put forth by Harvey Beery, and Erin refined the proposal by suggesting that the children can contribute to the signs as part of their return to on-campus participation. Steve reported on his installation and programming of the Hermit Crab system, which will entail ongoing monitoring and fine-tuning.

### **Prosperity/Wedding advertising:**

Lisa reported on uploading photos to online media. She is focusing on weddings, creating a list of companies for outreach. Christy Brawner has been calling the companies on the list. The Wedding Compass website contract and payment have moved forward. Materials, such as photos, are being sent to the site liaison for posting and video creation. Jim asked about where to stage bridal parties, and Lisa suggested Victoria House. Lisa, Connie, and Erin will look at Victoria House to see how to spruce it up.

### **Social Media Director – new role:**

Erin will be the Social Media Director, with Tawn, Bri, and Christy as team members. Erin will receive a stipend for her work. Her vision is to be consistently active and engaging, and to highlight events and programs on various platforms.

### **Bylaw Revision (proposed):**

Mary Jeanne has been working with Kirk Reeves and Jim DeFontes regarding bylaw revision, focusing on the process of selecting new board members. She will send out the proposed change to the community in advance of the community meeting, allowing discussion at the meeting, and opening voting for the change on May 18, closing on May 25. The Election Committee will consist of a ministry member, board member, and UOT member elected at the previous Annual Meeting. The community member will also serve as the Election Committee chairperson. Shara suggested identifying desired board member qualities and skillsets, and Lisa added that these could be added to the application materials.

### **Financial Report:**

Cash on hand is in good shape. Stock gifts have been helpful. Program expenses are higher due to AV equipment purchases. People expenses are on track. Our PPP loan forgiveness status is \$31k forgiven, owing \$16,750 at 1% interest to be repaid at \$675/month for 2 years. Next step is to apply for a \$100k loan, via a loan refinance.

### **IDG Advertising contract status:**

Todd is gathering information for IDG, will have kickoff meeting next week.

### **Web design Team:**

Internal website team – Tawn, Todd, Erin, Christy

### **Spending Priority rankings:**

We will review this at the next board meeting.

### **Conscious Conversations/Tao Tribe:**

Jim and Craig discussed reimbursement options for the proposed integration of the Tao Tribe's Wednesday Night meditation and dharma talk. It will be necessary for UoT to determine how best to 1. provide the video link and 2. money exchange applications such as Venmo, Paypal and Zelle. Jim to discuss with Todd, Mary Jeanne, and Erin.

Todd took a baseline CO2 reading at last Sunday's indoor service, and found that the levels are acceptable.

Mary Jeanne reported that the Prayer Chaplains will discontinue the Daily Word presentations at the end of June.

### **Review Action Items**

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

ACTION ITEM:

ACTION ITEM: ***Jim***

- Jim to discuss Tao Tribe reimbursement options with Todd, Mary Jeanne, and Erin.

ACTION ITEM: ***Erin***

- Polish the agenda for the Community Meeting
- Vision Bridal Party space in Victoria House

ACTION ITEM: ***Lisa***

- Vision Bridal Party space in Victoria House

ACTION ITEM: ***Steve***

ACTION ITEM: ***Todd***

- Discuss with Tony how to provide Zoom and live for the Community meeting

ACTION ITEM: ***Connie***

- Vision Bridal Party space in Victoria House

ACTION ITEM: **Mary Jeanne**

- Pursue assistance for FEMA grant application
- Write up all aspects of the order of service
- Speak with Susan Zack regarding food for the community meeting
- Adjust wording in bylaw revision

ACTION ITEM: **Shara**

**Dates for Future Board Meetings**

Tuesday May 4, 2020 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 9:17 PM

Connie Carter

Secretary