

UNITY CHURCH OF TRUTH

14402 PROSPECT AVENUE

TUSTIN, CA 92780

MEETING OF THE BOARD OF DIRECTORS

March 2, 2021

OPENING PRAYER:

Shara led the board in opening prayer.

CALL TO ORDER:

Jim called the meeting to order at 6:33 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, Spiritual Ministry

MOTIONS:

Agenda Approval:

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

Minutes Approval:

Jim moved and was seconded that the minutes from 2-2-21 and 2-16-21 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.

President's Report:

Jim reviewed the intentions for the meeting, focused on making decisions, or creating processes to make decisions. Shara will discuss with other SMT members how to vote on board issues, since the minister is granted a vote, and we have three people who could be considered our minister. Prayer Chaplains are supportive of the board, and are ready to become active in

inreach/outreach. They will want more input, transparency and inclusivity. Shara suggested having a monthly or bimonthly community meeting.

Sacred Ministry Team's Report:

Shara's main purpose in the meeting tonight is to act as liaison between this meeting and the SMT. She recommends watching Conscious Conversation tomorrow, with Gary and Jane Simmons. Shara feels "community hunger" for connection; much due to Covid.

Ministry Director's Report:

Mary Jeanne reported that during the SMT meeting next Monday, the team will finalize the new member/reconfirm current member process. Kirk Reeve is willing to assist in Bylaw revision work; changes must be voted on by the membership. Paul Crews will be resuming leadership of the Tuesday morning Mystical Book study group, provided the board approves them meeting in the sanctuary. Our agenda for the next meeting will include discussion on our position regarding opening campus to small groups, and determining the optimal time to hold book study groups.

Financial Update:

Todd added a report on **air quality inside buildings**: CO2 levels are being used to determine the amount of fresh air turnover in an indoor space. Todd has purchased a CO2 monitor and will install it in the sanctuary. This will provide an objective determination of the safety of returning to indoor Sunday services.

Scoring system: spending prioritization system. Todd will send a scoring tool to the board, which will be a spreadsheet with tabs for each spending item. He will then collate and average the results. Todd discussed his scoring metrics, explaining how to objectively consider each spend, and will provide a description of each item in his spreadsheet. Each member is to return their scoring in one week.

PPP loan is tied to payroll, and ours is small since most of our staff is independent contractors. Todd feels it is not worth pursuing.

Refinance with cash out appears to be our best option for acquiring necessary funding. After gaining an understanding of our spending needs, Todd can then go to the bank with updated financials, budget, and spending priorities and have a funding conversation. Staying below \$100 k would lead to likelier approval. The bank looks at cash flow and P&L, not the value of our property.

Website Contract:

Todd met with the website committee, reviewing the proposed IDG site map – it is too complex, and needs to be streamlined. Our current website has obsolete pages. The new website will be developed from the perspective of what the various audiences are looking for, with content tailored appropriately. If we use the UWM template, it would mean using all of their branding and losing control of content. The focus is on creating a tight scope for the new website.

Live Streaming:

Todd reported on the Sunday livestream, with the Restream platform sending content out to FB, YouTube, and our webpage. YT and FB store the content, and our website has archived lists to previous talks. Mary Jeanne will inform the community via eblast that they may choose YT, FB or the website

Event Planning status:

Lisa looked into websites featuring wedding venues. A page from one of them could be personalized for UOT. There are various options for updating our website and promoting UOT as a wedding venue. Lisa recommended changing the name of the tab currently called “rentals”, and getting a page updated on our website prior to redoing it. Christy and Lisa will work together on promoting weddings and other events in order to generate income. They are creating a team to help contact wedding-related businesses. Todd will help change the website. Lisa will initiate a 60 day trial with one of the wedding venue search websites, providing the church credit card to get started.

Property/Grounds update:

Connie gave updates on Hummingbird House refurbishing, the Community Clean Up Day in the gardens, the Oak tree trimming, the weekly Garden Highlight feature in the Friday eblast, and the boxes of Sunday Service talks on CDs stored in the Room 10 closet. It was agreed to offer them to the community, and store one copy of each CD for posterity.

Steve presented details on the Hermit Crab water saving technology system, which gives a minimum savings of \$25% from our water bill. He offered to purchase the system, and the cost would be rebated. Lisa moved to spend up to \$2500 to purchase the Hermit Crab system, was seconded, and the motion was approved. Steve then explained that Victoria House and Hummingbird House water systems are tied into the irrigation line; we need to separate the domestic and irrigation lines so that we can eventually add a flow sensor to the system.

YFM On Campus Opening strategy:

Erin shared an update on YFM, presenting a detailed, 3- phase plan for return to on-campus meetings and activities, focused on content and engagement. She demonstrated her Zen Den, a very engaging, positive, method of communicating and staying in touch with what is going on in YFM. She then introduced her plan for Movie Night, another way of creating community and togetherness.

YFM leadership position:

Due to time constraints, we will work this offline

By-Law revision process:

Will work this offline

Board member replacement process:

Will work this offline

Review Action Items

Action Items assigned this meeting

ACTION ITEM: *All:*

- be prepared to discuss bylaw revision process and content
- prepare hard core recommendations, milestones, numbers regarding when to reopen the church campus
- prepare and return Todd's spending prioritization spreadsheet

ACTION ITEM: *Jim*

- add to next meeting agenda - discussion on our position regarding opening campus to small groups

ACTION ITEM: *Erin*

- solicit volunteers from the community to outreach to wedding-related businesses
- send her YFM Return to Campus 3 Phase outline to board, MJ, Shara

ACTION ITEM: *Lisa*

- initiate a 60 day trial with one of the wedding venue search websites

ACTION ITEM: Steve

- purchase Hermit Crab system, prepare for installation

ACTION ITEM: Todd

- create and send to board his spending prioritization system

ACTION ITEM: Connie

- Organize clean up day, March 13

ACTION ITEM: Mary Jeanne

- turn off the sprinkler system located in her office prior to tomorrow's forecasted rain
- have a Bylaws revision report by next week
- inform the community via eblast that they may choose YT, FB or the website for streaming content

Dates for Future Board Meetings

Tuesday March 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 8:45 PM

Connie Carter

Secretary