

**UNITY CHURCH OF TRUTH  
14402 PROSPECT AVENUE  
TUSTIN, CA 92780  
MEETING OF THE BOARD OF DIRECTORS  
January 19, 2021**

**OPENING PRAYER:**

Shara Moscinska led the board in opening prayer.

**CALL TO ORDER:**

Jim called the meeting to order at 6:40PM.

Connie Carter (2021)	Steve Stoeckel (2021)
Jim DeFontes	Lisa Kolibar
Todd Boppell	Erin Hofstetler
Mary Jeanne Hawes	Shara Moscinska, Ministry Team member

**Review Action Items**

Erin led a review of the Action Items from the previous meeting. The completed items are reported within the appropriate agenda sections of these minutes. Items pending or in process are included in Action Items assigned during this meeting.

**MOTIONS:**

***Previous Minutes Approval:***

**Connie** moved and was seconded that the minutes of 1-5-21 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.

**President's Report:**

Jim welcomed Shara to the meeting. He noted that UOT is moving into the action phase, after much planning, and is averaging eighty people per Sunday. The community seems stable and energized.

**Spiritual Ministry Team Report:**

Shara reviewed her handout encompassing recent and future actions. Her application to be a Unity minister has been approved. She was pleased with the results of the White Stone Weekend. She will contact the leader of each ministry regarding their vision, and their storage needs. She will help host the Conscious Conversation meetings.

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

Mary Jeanne is learning about Eventbrite, and has spoken with Inside Edge on ways to optimize and delegate. She will be sending out donor statements this month.

### **White Stone Weekend:**

There was positive feedback from board members and the community. The board acknowledged Mary Jeanne's work in putting the Weekend together.

### **Financial Report:**

Todd summarized the key points of **financial** measures, including an annual loss of \$77k. We did not touch our reserves.

**Year end letter** - Todd and Mary Jeanne working on it.

**PPP** follow up -maximum loan we can apply for is \$10k.

**Refinancing** and cash out - Todd outlined possible ways we can restructure our mortgage and have funds available for various projects and needs. 2020 revenue averaged \$27k/month, which matched projections.

**Prosperity Bond** - Clive de LaPorte has proposed and will assist with facilitating a method to raise funds from the community as a loan to the church, which would be less expensive than any other source of money. Todd will focus on California legalities for this idea.

### **Prosperity Team Report:**

Lisa reached out to funeral homes regarding memorial services, and they asked about our services and pricing. We need a flyer describing what we can offer. Jim and Annette will do some basic research about pricing and a brochure. Mary Jeanne and Jim will discuss past pricing.

### **100 Days of Prayer Workshop:**

Mary Jeanne reported on the preparation for Rev Marj's workshop. SMT, Staff, and board members may participate without charge.

### **Grounds Report:**

Connie reported on various projects throughout the campus. A priority is **Hummingbird House** safety and comfort improvements, and Shara's input was invited. **Security** issues were discussed, including pursuing the bids from ADT alarm company. **Storage assessment** is ongoing, with Shara's collaboration welcome. **Donation boxes** are being ordered.

### **YFM Update:**

Erin reviewed the many and various activities and lessons currently taking place in YFM, and being proposed for the future. One leading idea was to have

a schedule or outline from the Sacred Ministry Team so that YFM curriculum could mirror it, and parents could continue the conversation at home with a booklet or handout. Erin brought up the question of her future service with UOT-she could lead the YFM, or remain on the board. She and Jim will have a conversation about this.

### **Volunteer Schedule:**

Christy is handling the volunteer schedule. No one has responded to the request for Set Up/Camera Crew volunteers.

Erin is exploring on-campus communication, including creating a flyer - *Weekly Gathering at a Glance* - to send out every Sunday, have available at Sunday service, have on eblast, and on Facebook. Erin presented a double-sided outside bulletin board.

### **IDG Advertising:**

Jim talked about the obsolescence and failures of our current website, and the preliminary discussions he has had with IDG, the designer who built our current site. Their bid is approximately \$10000 to build a new website, and patch the current website until we can move into the new site. Jim, Lisa, Todd, and Mary Jeanne will meet with IDG next week for further consultation.

### **Campus signage recommendations from Sheriff:**

Following an incident of a person sleeping in his car for several days in our parking lot, the sheriff's department recommended posting "no trespassing", and "no overnight parking" signs. This would put trespassers on notice, and allow the sheriff to respond. Mary Jeanne will research signage.

### **Sunday Service in Inclement Weather:**

Service would be indoors, live-streamed, with no community members present.

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

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

- follow up with Tony Medeiros regarding YouTube streaming and optimization, and get logins.
- Add "Donor trends" to next month's board meeting agenda
- Call Erin to discuss her optimal future service at UOT
- Research memorial service pricing, brochures
- Reach out to local high schools for camera crew volunteers

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

**ACTION ITEM: *Todd***

- Research Prosperity Bond legal guidelines in California
- Participate in call with website designer

**ACTION ITEM: *Connie***

- Provide Shara with a list of Ministry groups and their leaders
- Contact Steve Gales regarding security lighting, signage, gate

**ACTION ITEM: *Mary Jeanne***

- Contact Darrell regarding access to website
- Research acknowledgment items for people stepping out of service.
- Work with Jon Claud Pinto regarding Prayer Chaplain retraining, recruitment work I

**ACTION ITEM: *Lisa***

- Prepare for discussion about Spiritual Advisory Team for next SMT and Board meetings
- Participate in call with website designer

**ACTION ITEM: *Erin***

- Work with Mary Jeanne on Selfless Server acknowledgement items
- Work with Shara on collaboration between SMT and YFM teachings
- Present proposal for on-site exterior bulletin board content, updating

**Dates for Future Board Meetings**

The next board meeting will take place via Zoom on 2-2-21, at 6:30 PM.

**CHECK OUT**

- **Closing Prayer & Adjournment**  
Steve led the Board in the closing prayer.

The meeting was adjourned by Jim at 9:30 PM

Connie Carter  
Secretary