

# Board Meeting Minutes October 25, 2018

## UNITY CHURCH OF THE HILLS BOARD OF TRUSTEES

Board Members in Attendance: Clay Boykin, Vicky Gale, Rev. Brian Grandon, Rev. Kristen Grandon, Glenn McIntosh, Frank Phelan, Mary Spangberg

Board Members Absent: Tracey Parthe, Sheree Ross

Staff in Attendance: Jean Lein

Congregants in Attendance: Neil Feiereisel, Lara Zuehlke

1. Call to Order: Vicky Gale at 6:59 pm
2. Opening Prayer: Rev. Kristen Grandon
3. Gratitude Moment: All
4. Vision Team update: Lara Zuehlke  
Lara provided an overview of the vision Team deliverable that will be presented to the congregation at the upcoming membership meeting.
5. Approval of Minutes for September 26, 2018 Regular Board Meeting: Vicky Gale  
Kristen suggested a minor correction of wording in section 5 – word from “be” to “the” in the last sentence of the first paragraph. Motion to approve meeting minutes as corrected: 1<sup>st</sup> Mary Spangberg, 2<sup>nd</sup> Rev. Kristen Grandon – Motion passed unanimously
6. Approval of Minutes for the September 17, 2018 Special Called Board meeting: Vicky Gale  
Motion to approve meeting minutes: 1<sup>st</sup> Rev. Kristen Grandon, 2<sup>nd</sup> Mary Spangberg – Motion passed unanimously
7. Financial Reports: Jean Lein and Mary Spangberg
8. Jean presented the August church financials, Gifts and Tithes have been down, the church booked a one-time fire alarm expense and received a gift. Motion to accept the August Financials: 1<sup>st</sup> Frank Phelan, 2<sup>nd</sup> Clay Boyken – Motion passed unanimously

Jean presented draft September church financials - Gifts and Tithes are down as well for September leaving in a negative net loss position close to \$22,000. The Board had previously approved spending of up to \$25,000 out of the reserve account but it has not been used so far. In October the church caught up on the credit card bill and paid only interest on the congregant loan with an expectation to catch up next month. Motion to

approve the September financials until audit is completed; 1<sup>st</sup> Mary Spangberg, 2<sup>nd</sup> Clay Boyken – Motion passed unanimously

9. Minister's Report: Revs. Brian and Kristen Grandon



**Ministers' Report**

Submitted by Revs Kristen & Brian Grandon

Date: October 25, 2018

**Accomplishments:**

1. Launched Financial Planning Team with Robena Jackson-lead, Sheree, Mary, Lucy, Brian, Kristen
2. Futurist John Petersen – Sept 27, 2-hour overview, Sept 28-29, 9-5 Vision and Plan
3. 29 in the Path Class; Path Dinner Friday, Sept. 28; New Member Sunday, Sept 30
4. Org Chart Tweak: Brian - YFM and Wee Wisdom, Kristen – Finance
5. Completed Bookstore Inventory first week of October
6. USCR Conference, Oct 8-11 followed by Spiritual Direction Workshop 12-13.
7. Quarterly Staff Board Gathering: Oct 18 Annual Planning 2019, Annual Theme: "Building a Bridge"
8. Onboarding of Melissa Larson, Jennifer Albaugh and Bret Williams.
9. Send off for Martin and Kelly Dowman.
10. Launched six-week series on *Practical Metaphysics* on October 7<sup>th</sup>, Spirit Groups in sync
11. Launched Unexpected Income program on Oct 21-Feb 2019, currently 59 participants
12. Lance & Rev Brian attended NAMI seminar (National Alliance on Mental Illness) Oct 24
13. Holiday Planning Meeting complete Oct 25 with staff
14. Strategic Planning Team presenting plan to the board sharing with the congregation on Nov 4

**Upcoming:**

1. All Volunteer Appreciation Dinner, Oct 25 at 6:30-8:30 p.m.
2. Will swap out push button locks from staff offices to Wee Wisdom classrooms soon.
3. Hands on Housing rescheduled for October 27 due to weather
4. Bat Cruise for Fun and Fellowship delayed to Nov 3
5. Annual Meeting November 4, launch of Strategic Plan
6. Spirit Group Potluck for all Spirit Group participants scheduled for November 11
7. CPA firm auditing onsite beginning Nov 12
8. Ecumenical Thanksgiving Service, Nov 20 at St. Thomas More Catholic Church
9. UCOH Thanksgiving Eve Service, Nov 21 at 7:30 p.m.
10. Possible rescheduling Nov UCOH Board Meeting to Dec 6
11. Holiday Extravaganza, December 9
12. Quarterly Staff Board Gathering: Celebrate staff/board party: Dec 14 at 6:30
13. Family Game Night January 5
14. Winter Rally will be a "Lock-in" January 19
15. Adult Rally next Spring – Led by Y.O.U
16. Summer Camp 2019 planning underway focus is on Comprehensive Sexual Education (OWL)
17. Analyzing program needs and continuing to analyze other church database management systems
18. Comprehensive Member Development Focus underway

**On Hold:**

- Research in progress for assessing local pricing for weddings, funerals and christening
- Marketing report for this month will be combined with next month's report

10. Review of Bylaws: All

The Board formed a review team comprised of: Mary Spangberg, Frank Phelan, Clay Boykin and Rev. Kristen Grandon to review the church bylaws. The team will review the bylaws and provide draft update for congregational meeting on February 3<sup>rd</sup>. The congregational meeting will also provide an opportunity for the Board to roll out the Board's vision for the year developed at the Board retreat.

11. Calendar Items: Vicky Gale

January 19<sup>th</sup> proposed as a potential date for the annual Board retreat. Bonnie has offered her church as a site for the retreat in Lakeway. The address is 2111 North 620 Suite B, Lakeway 78734. The Board would want to reserve the church for the day, from 8:00 am till 5:00 pm. There will be a code key for the door. Vicky can provide the code by phone.

12. Other Items for Discussion: Vicky Gale

A \$12,000 budget for lighting was discussed. The item will be brought back to the Board in the November or December to discuss relative to other CIP projects. A copy of the updated CIP list will be sent out to the Board members prior the meeting.

13. Closing Prayer: Rev. Brian Grandon

14. Meeting Adjournment:

Motion to adjourn the meeting: 1<sup>st</sup> Glenn McIntosh, 2<sup>nd</sup> Rev. Brian Grandon – Motion passed unanimously. Meeting adjourned at 9:26 pm.