

## *Approved*

### **NTUC Board of Trustees Meeting Minutes Tuesday, August 2, 2011 Main Building – Classroom B**

**Call to Order:** Larry Watson called the meeting to order at 6:30 p.m.

**Mission, Vision and NTUC Intention:** Led by Ann Royalty.

**Meditation:** Star Staubach read the Daily Word and Larry Watson led us in meditation.

**Board Members Present:** Wayne Dorsey, Alice Frazier, Ann Royalty, Leslie Sharp, Star Staubach, Larry Watson

**Board Members Absent:** Jo Keaveney

**Visitors:** Mark Winters, Mary Kacaba

**Agenda:** The August agenda was approved as amended (*see attached*).

Mary Kacaba thanked the Board for bringing a facilitator for the July 31 Community Conversations event. She wasn't there but heard the facilitator was "phenomenal" and asked if the facilitator would be here again.

Mark Winters agreed that the Community Conversations event was very good. He also thanked the Board for doing a good job with the Sunday speakers.

**Signups:** A signup sheet for writing gratitude notes was passed around.

#### **Reports**

##### **Secretary's Report**

Minutes of the July 12 regular Board meeting were approved.

##### **Finance Team/Treasurer's Reports**

###### **Financial Statement**

Alice Frazier presented the Treasurer's report in Jo Keaveney's absence. Alice noted that all three payrolls were met in July.

The June financial statement shows a positive cash flow position for the month. Adult education was much higher than normal, primarily because participants in the Prosperity Plus class gave their tithes in the class.

Overall numbers for the Center were as follows (*full report attached*):

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		Total Income	Total Expenses	Cash Gain/(Loss)	Jun 2010 Income	Jun 2010 Expenses	Jun 2010 Gain/(Loss)
Jun 2011	Actual	46,200	41,515	4,685	49,594	43,184	6,410
	Budget	38,664	37,361	1,303			
YTD 2011	Actual	242,917	262,832	(19,915)	255,611	278,531	(22,920)
	Budget	273,515	274,758	(1,243)			

Wayne Dorsey blessed the financial report.

### **Line of Credit**

Things are moving forward with revising the line of credit to be an equity line of credit.

### **Finance Team**

The Finance Team asked about the policy regarding outside sales in Friendship Hall during and after services. Alice Frazier has talked to a current seller, who has agreed to comply with policy by submitting an Application for Fundraising.

### **Committee Reports**

#### **Buildings & Grounds**

Wayne Dorsey reported that Jerry Hof has fixed the roof leak at the Spiritual Practice Center (SPC).

Ed Fulton is taking another look at repairing the boiler himself. Wayne asked for a special Board meeting this month to consider ways to obtain funds for the boiler. Alice asked that the Buildings & Grounds Committee submit costs for both repair and replacement of the boiler.

The special Board meeting is tentatively set for Tuesday, August 9.

#### **Marketing/PR Committee**

Alice reviewed a few of the key committee activities from their monthly report (*see attached*). The Board approved the committee's request to move forward with the "new look" website. The Board also agreed that approvers for website content will be any one of the following: Peggy Weyand, Sam Elliston, any Board member.

#### **Nominating Committee**

Wayne reported that the committee has received applications from Joyce Hooks and Marita Sallee. Larry noted that he had previously given Wayne his copy of the list of people who were interested but decided not to run in 2010.

#### **Ad Hoc Committees**

##### **Transition Committee**

Ann Royalty noted updates to the status of the open items.

Regarding requests to conduct Adult Education classes, the Board agreed that internal requests should come to the Board for approval. External people wishing to conduct a class would work through Jack Norris to obtain and return an application.

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### **Community Conversations**

Alice distributed a report on the July 31 potluck and small group conversations facilitated by Diane Jordan-Grizzard. Attendees agreed it was a very positive experience. Alice will see if Diane is available again on August 21.

### **Communication Update**

Postcards will be mailed to the congregation to announce events in August and September. The Mission, Vision, Intention, and Core Values will be added to the website this week. The next FAQ topic will be on the transition process, with key priorities following that.

### **Rev. Doris's Celebration Committee**

Star Staubach reported that she is working on the receptions and Jo Keaveney is working on the services. Speakers at the services will be 3 congregants at 9:00 and 4 at 11:00. Music will be provided by David Kisor, Kim Gerhold and Tru, and Angie Pepper. Cakes for the receptions will be done by Laurie Hagan. Star is putting together a photo slide show.

### **Special Orders**

#### **Key Priorities for 2011**

Alice submitted a draft of key priorities for the remainder of 2011 along with brief status notes on short-term efforts underway.

**Motion:** Alice Frazier moved that we adopt the following priorities for the second half of 2011:

- **Transition:** Outline and communicate the process; engage an experienced transition specialist.
- **Services and Programs:** Create Sunday experiences and NTUC programs that fulfill the NTUC vision, values, mission, and intention.
- **Finances:** Maintain financial oversight and financial health of NTUC.
- **Administration:** Appoint a transition business manager; reaffirm staff positions and responsibilities.
- **Minister:** Conduct an orderly, loving release of Rev. Doris as Senior Minister and CEO; transition her responsibilities to others.
- **Congregational Healing/Unification:** Provide support for transition and co-creating the future of NTUC through Community Conversations and other communications.

The motion was seconded and passed.

### **Previous Business**

#### **Unity Way of Life Class**

Rev. George Whitton has suggested mid to late September for the next Unity Way of Life class.

#### **Additional Unity Class**

Wayne will talk to Rev. Lou Freeman and Rev. Kelly Isola for ideas on additional classes and to help determine whether we should have additional classes during the transition process.

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### **SPC Options Committee**

Russell Staubach has volunteered to chair this committee. Larry will contact some suggested other people to serve on the committee.

### **Unity Identity/Logo**

Alice reported that Unity guidelines for using the new logo have changed. This will allow us to keep the name New Thought Unity Center. The next opportunity to join the new Unity identity program is in October. The Board will vote on participation at the September 6 meeting.

**Motion:** Alice Frazier moved that we rescind the motion passed at the May Board meeting that we would hold a discernment and that the Board would reach a decision on the name change.

The motion was seconded and passed.

### **New Business**

#### **September Board Retreat**

The retreat is Friday evening and Saturday, September 23-24 at the Moye Center. Larry Watson and Leslie Sharp will plan it.

#### **Committee Assignments & Heads**

The Board reviewed and updated a list of the current committees, current members, and vacancies. Larry will provide an updated version.

#### **Personnel**

The Board went into Committee of the Whole to discuss personnel issues. The following motion was made when the Board returned from Committee of the Whole:

**Motion:** Larry Watson moved that we adopt a transitional process that utilizes an off-site transition specialist to conduct the transition work with us and a rotation of Sunday speakers.

The motion was seconded and passed.

The Board will map out and communicate the transition process by August 15.

#### **Calendar Addition:**

Leslie Sharp is organizing activities for World Day of Prayer on September 8.

### **Closing**

**Closing Prayer:** Leslie closed the meeting in prayer.

The meeting was adjourned at 10:50 p.m.

The next meeting is scheduled for Tuesday, September 6, with location to be determined. We will go back to starting the meeting at 6:00  
Dinner at 5:00 (bring your own).  
Board meeting will begin at 6:00.

Submitted,

*Approved*

Ann P. Royalty  
Secretary, Board of Trustees  
New Thought Unity Center