

APPROVED

NTUC Board of Trustees Meeting Minutes Tuesday, October 4, 2011 Spiritual Practice Center

Call to Order: Larry Watson called the meeting to order at 6:19 p.m.

Mission, Vision and NTUC Intention: Led by Ann Royalty

Meditation: Led by Larry Watson

Board Members Present: Wayne Dorsey, Alice Frazier, Jo Keaveney, Ann Royalty, Leslie Sharp, Star Staubach, Larry Watson, Angie Woerner

Board Members Calling In: Alice Frazier, Leslie Sharp

Others Calling In: Rev. Kelly Isola

Board Members Absent: None

Visitors:

- Gladys Warren – Came as an observer
- Cliff Custer – Has come back to NTUC several times over the last few weeks. He is happy to hear we've retired the line of credit loan. Cliff offered assistance in looking at what it takes to repair the front doors to the sanctuary that don't open now.

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

Signups: Signup sheets for attending the weekly staff meeting were passed around.

Reports

Secretary's Report

Minutes of the September 6 regular Board meeting were approved as amended.
Minutes of the September 20 special Board meeting were approved.

Ann Royalty will forward the approved minutes to Jane Pugliano for posting on the website.

Transition Business Director's Report

Jack Norris distributed a written report. Jerry Hof has inspected a leak at the manse. He will have one of his employees check it out as well. If it is not an expensive repair Jerry will have it done. If it is, he'll give us an estimate.

Note: The following portion of the agenda was sequenced in order of the Board's Key Priorities for the remainder of 2011.

Priority 1: Spiritual Services and Programs

I of the Storm Class

Nancy Whitton talked to Rev. Kelly Isola today about how the class fits into the transition period for NTUC. Nancy is willing to teach the class. Rev. Kelly will send us the curriculum plus 5 weeks of talking points for Sunday speakers.

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Promoting Holiday Services

Motion: Alice Frazier moved to authorize the Marketing/PR Committee to spend up to \$250 to design and print 1,000 postcards announcing upcoming holiday events at the Center and encouraging members and friends to join us in the season of thanks and light.

The motion was seconded and passed.

Sunday Experience Team (SET)

Jo Keaveney has volunteered to be Board liaison for a resurrected Sunday Experience Team (SET). This team's directive is to enhance and enrich our Sunday Services. Jo has invited the following people to the organizational meeting on October 12: Rev. George Whitton, Nancy Whitton, Jeanne Blessing, Mark Glorius, Kim Gerhold, Ron Waldon, David Kisor, Peggy Weyand.

Priority 2: Transition

Advisory Council Update

After conducting 10 applicant interviews, the Transition Advisory Council interview panel of Star Staubach, Leslie Sharp, and Jo Keaveney recommended that five individuals be appointed to the Council. All recommended were given final approval by the Board. The 5 are Nancy Glorius, Eileen Cooper Reed, Charlie Behlow, Diane Ward, and Lynda Thomas. The 2 Board representatives on the Council are Star and Leslie. The first meeting of the Transition Advisory Council will be on October 13.

Priority 3: Congregational Healing & Unification

Workshops (Loving What Is; Radical Forgiveness)

These workshop topics, as well as Ron Esposito's request to conduct a Singing Bowls Sound Meditation, will be discussed in the working session following this Board meeting.

Priority 4: Finances

Financial Statement

Treasurer Jo Keaveney will send Rev. Kelly Isola an electronic version of our finance reports.

Jo emphasized that the high income in August was due to one-time gifts totaling \$33,000. Excluding those gifts, income for August 2011 was less than for August 2010.

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

		Total Income	Total Expenses	Cash Gain/(Loss)	Aug 2010 Income	Aug 2010 Expenses	Aug 2010 Gain/(Loss)
Aug 2011	Actual	66,204	41,884	24,320	45,008	43,927	1,081
	Budget	38,664	37,361	1,303			

YTD 2011	Actual	352,848	353,425	(577)	342,960	374,074	(31,114)
	Budget	350,843	349,480	1,363			

Rev. Kelly blessed the financial report.

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Bank Statement as of Today

The line of credit loan was paid off on September 30. Jo reminded us that we no longer have this line of credit available.

Finance Team Report

No action was requested by the Finance Team (*see attached report*). Randy Bonhaus is looking into every expense we have to determine whether we can tighten up a little bit.

HVAC/LOC Fund Update

As of October 4, 2011 the totals for the HVAC/Line of Credit Fund are as follows:

Goal: \$100,000
Total Pledged: \$61,496
Total Received: \$46,555
Paid out to retire LOC: \$37,643
Total remaining: \$8,912
Amount pledged but not yet received: \$14,941

This is a payroll week (about \$9,600). To make payroll and pay bills that must be paid this week, we must take \$4,000 out of savings, leaving a balance of \$7,400 in savings. Giving is significantly down. The Sunday giving for September was right at \$10,000. Giving on Sunday, October 2 was \$2,745 for both services combined.

Kroger Cards

Motion: Star Staubach moved that the Board tithe to the congregation by passing out \$5.00 Kroger gift cards at an upcoming Sunday service at a tithe of \$1,000 for 200 gift cards.

The motion was seconded and passed.

Expense Pre-Approval Form

Jo Keaveney presented a draft of an "Expense Pre-Approval Form" developed by her and bookkeeper Jack Norris. The form would be required to obtain pre-approval by two members of the Board executive team for expenses greater than \$250. The Board approved the form by consensus.

Compensation Team – Employee Health Benefits

Motion: Jo Keaveney moved that NTUC provide health coverage for Peggy Weyand through Medical Mutual of Ohio at a monthly premium cost of \$379 to begin immediately.

The motion was seconded and passed.

Jo noted that Dan Foltz will be eligible for health insurance as of November 15.

Notes to Consistent Giving Participants

All Board members will sign them.

Silent Auction

There is no report this week since Lyn Bonhaus is on vacation. She will report at our mid-month working session.

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Priority 5: Administration

Buildings & Grounds

Buildings & Grounds reviewed the proposed conversion in the basement of the Spiritual Practice Center (SPC) with Dan Foltz. (Dan had proposed converting a studio space to a studio apartment, at his expense in lieu of rent to live there.) However, during the review Dan agreed it is cost and code prohibitive to do the conversion and make it work for the Center.

October 29 will be the next Volunteer Maintenance Day.

Bylaws Review Committee

Jo Keaveney will be the Board liaison to the Bylaws Review Committee. The Board will finalize the charge to the committee in the working session following this meeting.

Music Director Search

Martha Ramsey, who is leading the search for an Interim Music Director, asked which of 3 options the Board would prefer for when the new person would start. The Board agreed by consensus to have the new person start Jan 8, with David Kaiser finishing this year.

Visitors at Board Meetings

Jo Keaveney reported that Temple Hayes recommended that all Board meetings be closed. The NTUC bylaws do not specify whether Board meetings are to be open or closed to visitors. For some time visitors have been invited to attend. After brief discussion, this topic was tabled until next month.

Staff

The paid Receptionist position at the Center has been eliminated for financial reasons.

Closing

Closing Prayer: Larry Watson closed the meeting in prayer.

The meeting was adjourned at 9:33 p.m.

The next meeting is scheduled for Tuesday, November 1 at the Spiritual Practice Center. Dinner for Board members at 5:30 (bring your own). Board meeting will begin at 6:30.

Submitted,

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