

Friends of Unity
Board of Trustees Meeting Minutes
Tuesday, February 18, 2025 in Zoom

Attendees:

Minister	Rev. Linda Dominik	x	Secretary	Valerie McCloskey	x
President	Nancy Langeneckert	x	Keeper of the Flame	Michelle Hayes	x
Vice President			Member at Large		
Treasurer	John Fanta	x	Guest	Gail Parker	x

Call to Order by Nancy Time: 5:01 p.m.

Opening prayer by Rev. Linda

Priority items: New rental agreement, appoint a new board member, new minister questionnaire, and next steps in attracting new Administrator/Assistant bookkeeper

1. Treasurer

- a. Current monthly report pending. The January report of December activities was submitted to the Board on January 23, 2025.
- b. There was a motion to send the discretionary tithe amount to the Samaritas Family Center Westland Emergency Shelter. Unanimously approved. The amount will be identified in the upcoming financial report.
- c. The rent in the new rental agreement has been received. It has a 6% increase (\$1250). Board President Nancy is to sign and return the agreement to Lisa.
- d. Discussion about salaries for divided Administrator/Assistant Bookkeeper positions. Two candidates remain. John made a motion: Administrator at up to \$1000 monthly (which allows for probationary period pay) or \$12,000 annually budgeted and Assistant Bookkeeper at \$2160 annually (which is not budgeted; if approved it will be added to the Budget). Valerie seconded. Approved unanimously.

2. Administrator's Report submitted by Gail

- a. Sent information requested by CPA.

3. Old Business: Attracting new Administrator/Ass't Bookkeeper

a. The next steps: Rev. Linda and Nancy to work on job application and interview questions.

4. New Business:

a. Appoint a new board member to replace Norma, Vice President, who resigned on February 3rd from the Board. Discussion about the need for a temporary Board Member (until the Annual Meeting) for Bylaws compliance and identified potential candidates (4) to approach/invite. Pray for the right and perfect person to fill the Board vacancy.

b. The ministry packet does need to be completed. Board members and Rev. Linda will review the packets. Board to lead the search committee. The Board will select committee members once the survey of the community is completed. Reviewed the survey instructions, questions, and rank order process. The purpose of the survey was discussed to identify those minister aspects the FoU community are seeking and this information will be used to complete the UWM Questionnaire. Distribute on two to three Sundays and allow at least a week to return. Add a final due date to the survey. Allow time to complete the survey. Date to distribute the survey will be decided by email. John to share with Board tomorrow via email.

The meeting moved to March 23, 2025 in person at 11:30 a.m. at PCAC has been approved unanimously.

c. John asked the Board to revisit the incentive compensation. John made a motion to remove the incentive compensation computing and distribution at this time. Unanimous agreement.

d. March will focus on Lent series will focus on Let (rather than Generous Leader)

e. Board Update for March 1st newsletter

LOOKING AHEAD: Mental Health Fair

Deb Willett and Sherry Wells may be co-chairs. We will not have the labyrinth.

Review and approve minutes, including date of the next meeting. Unanimous approval.

Closing prayer: Rev. Linda

Meeting adjourned: 7:29 p.m.

Board Meeting Calendar – Tuesdays at 5:00 PM on Zoom

The meeting moved to March 23, 2025 in person at 11:30 a.m. at PCAC has been approved unanimously.

April 15, 2025 on Zoom start time to be determined

May 18, 2025 in-person at PCAC or on Zoom May 19th

June 17, 2025

July 15, 2025

August 19, 2025

September 16, 2025

Annual meeting Sunday, October 19, 2025

October 21, 2025