

Meeting Minutes
Board of Trustees Meeting, Friends of Unity
December 19, 2023, 4PM

Friends of Unity Mission:

Together, We: Nurture Spiritual Awakening, Cultivate Loving Community,
Serve Generously.

Collective Intention for Our 14th Year: We are Practicing Collective Flourishing.

Attendees: **Kathy, Michelle, Nancy, Norma, John F, John B,**

Opening prayer: [Kathy](#)

Board Orientation and Development—Nancy, John F. and Kathy

- Review the Role of the Board -[Kathy shared PowerPoint for Board Orientation](#) [Nancy started on slide 3. What's working well from 2022 discussed. Reviewed the Spiritual Decision Making model, Duty of Care, and the Basics of Effective Board Service. Kathy suggested a mini training on active listening.](#)

Business Meeting

1. Call to Order - Nancy at [4:29 pm](#)
2. Priority Items.
 - a. Dates, times and locations for future meetings [Monday's 5:00.](#)
 - i. [January 22](#)
 - ii. [January 28](#) communicate budget to congregation
 - iii. [February 26](#)
 - iv. [March 25](#)
 - v. [April 22](#)
 - vi. [May 20](#)
 - vii. [June 24](#)
 - viii. [July ?](#)
 - ix. [August 26](#)
 - x. [September 30](#)
 - xi. [October 27 Sunday in person Board Meeting](#)
 - xii. [October 20 Annual Meeting Sunday](#)
 - xiii. [Nov 25](#)
 - xiv. [Dec 16](#)
 - b. Ideas, Education and Actions for Ministry Funding.

- i. Form Prosperity and Growth Team: Kathy will talk to potential candidates
- 3. Minister's Report – Kathy
 - a. Annual calendar / events updates.
 - i. Ministry Focus Team's date 01-28-24
 - ii. Flossie and Phil will support in attracting a POSI concert for 2024
 - b. Synthesis of our work ahead
 - i. Discern and articulate the Vision statement for the ministry
 - ii. Address Space needs; specifically address youth and family needs Nancy John B 1st Priority
 - iii. Answer our in-person ministry (with a live stream that keeps some connected) focus question:. Who are we trying to reach? Demographic question Michelle, Norma John F 1st Priority
 - iv. Expand ministry reach by creating a team to work with the minister to foster expanded vision, while supporting the senior minister re: workload and pacing of work hours/vacations, etc. Minister Assistant or team?
 - v. Address UWM Branding recommended. How is Friends of Unity-Unity of Plymouth to be found as a Unity ministry online? Who are we?
- 4. New Business.
 - a. PCAC/New Agreement/Space for youth. Kathy
 - i. January update to congregation, date: 1-28-24
 - b. Budget & Finance Team.
 - i. Budget for 2024, updates: John
 - 1. Proposed 4 quarterly reports and one for January for the prior year plus year end report.
- 5. Intentional Giving: Discretionary tithe. This Month \$264 for discretionary Kathy proposed to PFLAG for Authentic Selves Work. Approved
- 6. Financial Report, John New Report proposed by John F includes attendance. Other Income Posi retreats etc. Approved

7. Administrator's Report - Gail Kathy approved to fund quickbooks online and server keeper online Gail has been trained on both. Staffing in place to support admin time off. Website updated for donate button and prosperity lesson. Vision of possibility to work with Adam for 4 hours per week for digital marketing.
8. Review and Approve Minutes, October and November and December
Approved
Meeting adjourned 6:04

Closing prayer: John B