

# Friends of Unity

## Board of Trustees Meeting Minutes May 17, 2026

**Vision:** Transforming Lives Through Divine Love

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

**Collective Intention for Our 15th Year:** We are Creating Transformative Opportunities.

### Attendees:

<i>Title</i>	<i>Name</i>	<i>Status</i>
<i>President</i>	<i>Jan Larsen</i>	<i>Present</i>
<i>Vice President / Treasurer</i>	<i>John Fanta</i>	<i>Present</i>
<i>Secretary</i>	<i>Valerie McCloskey</i>	<i>Present</i>
<i>Keeper of the Flame</i>	<i>Michelle Hayes</i>	<i>Present</i>
<i>Guest/ Church Administrator</i>	<i>Gail Parker</i>	<i>Present</i>

**Call to Order:** Jan Larsen **Time:** 5:02 p.m.

**Opening Prayer:** Michelle Hayes

### 1. Pre-Meeting Discussion and Feedback

- a. The Board reviewed feedback from the congregational meeting held earlier in the day, noting that attendees effectively directed the path of the discussion.
- b. President Jan Larsen shared insights from a regional board training session with Regional Representative Diane Robinson regarding conflict resolution and structural clarity.

### 2. Approval of Minutes

- a. The minutes from April 19, 2026, Board Meeting were reviewed. Motion: Jan Larsen moved to approve the minutes from both meetings. Second: Michelle Hayes seconded the motion. Approved unanimously.

### 3. Treasurer's Report

- a. Financial Standing: John Fanta submitted the report, noting that total income remains steady.
- b. Attendance Analysis: Average attendance has remained steady at approximately 27 to 28 attendees over the past few months.
- c. Tithe Distributions: John Fanta noted that the unified 10% tithe for the month totaled \$580. Facilitator Compensation: The Board evaluated compensation for Reverend Tracy, who facilitated the community circle. John Fanta moved to allocate the full monthly tithe amount (\$580) to Reverend Tracy as a love offering to acknowledge her thorough preparation. Second: Valerie McCloskey seconded the motion. Approved unanimously. Action Item: Valerie McCloskey will draft a cover letter to accompany the check, which all Trustees will sign.

### 4. Administrator's Report

- a. Gail Parker requested that all Board updates for the newsletter be submitted by May 23, 2026.
- b. The Board discussed creating a training protocol for backup tech assistants, as Tech Assistant, Lilli, will conclude her service in August 2026 to pursue forestry studies.

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Board members will use word-of-mouth outreach within the congregation to look for candidates interested in technology assistance.

## 5. Old Business

- a. Blessing the Basket Protocol: The Board reviewed the order of service concerning the tithing basket. The Board elected to maintain the current procedure, leaving long-term adjustments to the discretion of future spiritual leadership.
- b. To improve structural reverence, stewards will be asked to carry the tithing basket up the center aisle of the sanctuary. Jan Larsen will meet briefly with active stewards (including Anne-Marie Brady, Linda Grosscup, Anya Scarborough, Nancy Langeneckert, and David McLaughlin) over consecutive Sundays to coordinate this center-aisle protocol. Gail Parker will send the short training video to David.

## 6. New Business

- a. Leadership Search and Financial Modeling:
  - i. The Board reviewed a long-term financial model for hiring a part-time Spiritual Leader and agreed that using existing reserves to support this strategic hire would be a responsible decision.
  - ii. Under the bylaws, the Spiritual Leader will be a full voting member of the Board of Trustees and assume general responsibility for the spiritual tone, class schedules, and guest speaker coordination.
  - iii. The Board established that the search process remains fully within the administrative purview of the Board, with the congregation issuing a final confirmation vote.
  - iv. Jan Larsen and John Fanta will conduct preliminary Zoom interviews with potential candidate(s) to evaluate availability and operational needs.
  - v. To help frame the interviews, John Fanta will circulate the results of the Ministerial Characteristics and Expectations survey conducted in 2025.
- b. John Fanta will draft the Board's section for the upcoming newsletter, summarizing the Community Circle to maintain transparency.
- c. **Community Circle Feedback Review:** Gail Parker will prepare a structured summary of the written hopes and fears gathered during the congregational circle. She will share the summary with the Trustees by May 19 to preserve it as historical input for strategic planning.

## Closing: Prayer of Protection

"The light of God surrounds us.

The love of God enfolds us.

The power of God protects us.

The presence of God watches over us.

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Wherever we are God is”

**Meeting Adjourned:** 6:42 p.m.

**Board Meeting Calendar:**

1. June 14, 2026 - In-person after service
2. July 12, 2026 - In-person after service
3. August 9, 2026 - In-person after service