

Friends of Unity

Board of Trustees Meeting Minutes

June 14, 2026

Vision: Transforming Lives Through Divine Love

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

Attendees:

- **President:** Rev. Jan Larsen
- **Vice President / Treasurer:** John Fanta
- **Secretary:** Valerie McCloskey
- **Keeper of the Flame:** Michelle Hayes
- **Guest:** Gail Parker, Church Administrator

Call to Order: Rev. Jan Larsen

Time: 11:57 AM

Opening Prayer: Michelle Hayes

Minutes of Last Meeting

The Board reviewed the minutes from the May 17, 2026 meeting. Valerie McCloskey noted that amendments had been made to add a missing segment regarding the prayer protocol and to correct lines requested by John Fanta. Rev. Jan Larsen moved to accept the minutes as amended. John Fanta seconded the motion. Passed unanimously. Action Item: Valerie McCloskey will send the final copy of the amended minutes to Gail Parker to post.

Treasurer's Report

The Treasurer's Report was submitted. John Fanta reported that church spending remains strictly within the budget, providing a stable financial outlook. Discretionary Tithe: The monthly discretionary tithe amount was calculated at \$239. The Board discussed potential local recipients.

Valerie McCloskey moved to accept the Treasurer's report and designate Song and Spirit as the month's discretionary tithe recipient. John Fanta seconded the motion. Passed unanimously.

Administrator's Report: Gail Parker

The Administrator's Report was submitted. Gail Parker requested that the Board update for the upcoming newsletter be submitted by June 23, 2026.

Gail Parker reported that unused items (such as Uniteen books and Unity Welcome materials) are being donated to other Unity churches. Valerie McCloskey noted the volume of pamphlets in Greeter's box. Pamphlets have been organized into a storage box, categorized by the month they will be used based on the Annual Calendar.

As part of the Earthcare commitment, dishwasher-safe plates were purchased to make post-event cleanup easier for volunteers. John Fanta will bring the bin back for the July event.

Gail Parker proposed beginning recruitment of a Tech Assistant to replace Soren O'Dell who leaves for college in August. The Board approved. Action Item: Gail Parker will begin recruitment.

Membership Reaffirmations: John Fanta followed up on the annual membership reaffirmation timeline. Gail Parker noted the process begins annually in July to collect all forms by October. Forms will be made available at church services, and unreturned forms will be mailed out individually afterward.

Decision: The Board agreed to John Fanta's suggestion to be inclusive of members who joined or dropped off within the last two years (including 2024), allowing them to reaffirm without hurdles per the bylaws. Rev. Jan Larsen noted that Jo Covert Young formally rescinded her membership to move her formal membership to the Unity of Livonia.

Old Business

Rev. Jan Larsen reviewed the upcoming platform assistant and steward training session scheduled for June 28, 2026, which will take place directly before the leadership meeting. Rev. Jan Larsen will showcase video clips from the Farmington, Livonia, and Grand Rapids Unity websites to demonstrate how neighboring ministries bless their tithing basket blessings.

The training will reinforce that blessing the basket is primarily the speaker's role, though a platform assistant may step in if a guest speaker is uncomfortable. Action Item: Rev. Jan Larsen will send out the official invitation to the platform assistants and stewards for the June 28th training session.

Friends of Unity

New Business

Rev. Jan Larsen explained the Father's Day gift. Board members are asked to donate new, home repair items to share with father's next Sunday.

Spiritual Leader Hiring Update will be announced in the July newsletter. Rev. Jan Larsen received Scott Dodsworth's resume and background check that were distributed to the Trustees. There was discussion about the Hiring Process Confidentiality:

Board reviewed the Job Description for Part-Time Spiritual Leader draft. Rev. Jan Larsen emphasized the importance of knowledge of affirmative prayer methods. Decision: The Board will skip the regular July business meeting to focus entirely on interviewing the candidate. The interview is scheduled for Sunday, July 19, 2026. Action Item: Each Trustee will compile their individual questions for the candidate regarding leadership, volunteer management, and the congregation's desired attributes as voiced in the previous year's congregational survey.

Closing Prayer: Prayer of Protection

Meeting Adjourned: 1:21 PM

Future Board Meetings:

- July 19, 2026 — Candidate Interview Session (Regular July 12 business meeting skipped)
- August 9, 2026
- September 13, 2026
- October 18, 2026 — Annual Board Meeting (Selected per default third-Sunday bylaw rule)