

WESTSIDE UNITY CHURCH

BOARD MEETING MINUTES 2/13/16

Board Members Present

Karol Ann Scotta, President
Dan Balter, Treasurer
Dawnmarie Fitzgerald, Secretary
Teresa Yuan, Trustee at Large
Reverend James

Absent

Jocelyn Eisenlohr, V President
Juan Padilla, Trustee at Large

9.32 AM – CALL TO ORDER/OPENING PRAYER/CHECK IN

9.40 AM – VISIONING

9.50 AM – END OF VISIONING/SHARING

9.55 AM – CONSENT CALENDAR

- Meeting minutes for Annual Meeting on 1/17/16 – Rev. Bonnie will bring
- Online DBA Rev. James will start – split over “Christianity” in name of the church; does not exist in the DBA
- Rev. Michael Bernard Lattimore on 2/28
- EASTER
 - Will need 60-70 carnations; Olesia will get
 - Need to make a banner – Jocelyn will do (and we need to put a little \$\$ into marketing)
- Agreed to cancel the board training – or at least put on hold; all board members were trained last year. Karol will speak with Rev. Denise.
- Invite Rev. Bonnie to the next board meeting to do sage smudging ceremony
- Spring cleaning – before the next board meeting and sage smudging ceremony – agreed on March 5 (10 am – 1 pm) ; Karol will donate pizza and soda from Costco; Teresa will schedule truck to pick up junk; to focus mainly on the attic – fire hazard per the Fire Marshall and needs to be cleaned up before they come this year
- Next board meeting March 12 – Dan in London
- Can we point Unity of the Westside domain to old website for now?
- Name change – name implementation—what needs to change—Karol says just change the DBA and will deal with the rest later

10.15 AM – CONGREGANT FEEDBACK

- Several complaints re music selection – NO MORE LOVE TRAIN and ALL YOU NEED IS LOVE; Karol will talk to Adam; Suggested that Rev. James also have conversation
- Move flags to Women of Unity corner
- Per Jocelyn: make a list of the MIA members and have minister do reach out call
 - Phone call carries more weight than notes
- Prayer chaplains – everyone who is a member is currently covered; RJ is very on top of making sure all calls are being made
- Email communication re Paul Montgomery was very good; question raised about adding past board members to communications? RJ leery – unless family wants everyone to know

10.30 AM – BUDGET REVIEW

- Karol made motion – Teresa seconded to give Dan access to Edward Jones info – DM will get him info
- Book room upgrades/Phil Johnson's estimate (materials only; does not incl. labor – labor donated) \$1375
 - Karol believes we can turn a profit on bookstore
 - Few hundred on paint; Jim Beyer offered to paint the lobby, caulking, etc.
 - Teresa motion to spend \$1500; Rev. James second
- Walkthrough of church – Karol outlined bookroom/vestibule changes; showed areas that need (or will need) repair soon – windows on patio side of church – wood is rotting and will need replacement – not just repair
- Babysitter quit (Martha) will need to add \$1200 – yes to increasing Youth Ministry budget (Karol motion, Teresa seconded)
- Holiday Flowers – Mother's day, Easter, Father's Day, arrangements for Easter, Christmas, tree keep at \$1000
- DM suggested Hospitality to budget
- Discussion – it's important when people tithe/donate supplies/food/services to church that these items are still in the budget even though people are covering the costs (Teresa had been covering the cost of the live streaming for \$99/mo; this was not reflected in the budget)
- Discuss staff bonuses in September so that if church is running over budget at that point we can let members know/fundraise for this specific item
- Printing costs – inkjet printer v. expensive – Dan suggested we look into cost of buying a laser printer
- Agenda – each board member take responsibility as liaison for a Ministry:
 - DM – Hospitality

- Karol – Men/Women of Unity
- Rev. James – Prayer Chaplain, Volunteer
- Dan – Marketing, Tech
- Teresa – Tech
- Jocelyn – Youth, Marketing
- Juan – Ushering
- Branding – cost
 - Grant – Will cover half, but WU still going to have to pay to go through branding
 - Website development for up to 150 members is \$395
 - Grant pays half of the initial set up - so WU pays \$197.50
 - Monthly fee \$65.95 to maintain website

11.20 AM – TREASURER’S REPORT

- P&L for January – down 78\$ only
- Karol – motion for her company (Options for Life) to do a contract with WU for 4 times a month; 2 set Fridays/2 rainy days to do arts/crafts/cooking – to rent for \$200 – DM second
- DM to send Dan Edward Jones contact info
- Dan to review current Edward Jones accounts and speak with EJ Advisor to determine if we have what is best for church/evaluate if EJ is best option for church

11.25 AM – MINISTER’S REPORT

- Branding application – free
- Website development – with the grant \$197.50 +69.95 per month
- Montgomerys – do not want a memorial service here at WU

11.35 AM – MINISTRY REPORTS

- Youth – Jocelyn: loves idea of board members fostering existing ministries
 - Spoke with Regional Stacy
 - Youth Ministry Meeting at the church on 2/27 10 – 12pm
 - Has established order of service that all teachers
 - Will discuss scheduling, lesson plans, curriculum, activities, etc. for multiple levels
 - Need babysitters – pays \$25 for 2 hrs
 - Asking Lilly (Jane’s daughter) and Connie (Paula’s daughter)
 - Put word out to Girl Scout Troop who are currently renting church

- Need a lock box for registration forms
- Technology/Sound Room – Teresa
 - Dan suggested discontinuing live streaming and uploading a YouTube video and put the link for just the talk on Facebook and our website; all in agreement – saves money – we can discontinue additional streaming coverage from internet service
 - Teresa – proposed a “technology corner” during the fellowship time – she will make herself available to congregants for tech help
 - Karol – people working sound room/recording need more training to record discs
- Music Ministry
 - Adam – need to tweak services; Larger repertoire; no more Love Train
 - Find back up – “replace yourself”
 - Possible USC (or other) students?
 - Need to train people who will be sitting in for Adam so they “get” how the service “goes”
 - Teresa – attended Kevin King’s class and sang some spiritual songs that she created. Would like to perhaps perform some of her music
- Marketing
 - Jocelyn – Recommends further Facebook ads
 - Dan – think we should wait until we get new website
 - Does Dan know how to change/delete old “Mr. Westside Unity” page? – Dan said doesn’t know
 - Jocelyn will help Dan
- Ushering Ministry – Juan – will take over – maybe do a training
- Hospitality Ministry – Dawnmarie agreed to oversee; will talk to current volunteers and get feedback
- Men/Women of Unity – Karol
- Prayer Chaplains/Volunteers
 - Day of Prayer
- Facilities – General Report – none
- Vision and Mission Statement
 - Agree to discuss at end of year

- Karol will talk with Rev. Denise

11.55 AM – NEW BUSINESS

- Minister Evaluation and Renewal
 - Karol proposes sub-committee to decide how to do the evaluation
 - Talk to Rev. Denise re basis for evaluation
 - Timely manner
 - Dan has done it for Unity of the Oaks – will obtain copy of their eval.
 - Jocelyn, DM, Teresa agree to be on Subcommittee
 - Rev. James to put down what he thinks he should be evaluated on/wants to be included in evaluation
 - April deadline for completing the evaluation
- Branding application
 - Motion for Karol/Pres. To sign the branding contract – DM motion to sign, Dan second
- Fundraising – how are we going to fundraise for the church? Goals? Pick 3 goals for 2016
 - Sign for the front of the church
 - Painting the front of the church
 - “Thermometer” for fundraising goals
 - Ways to look at fundraising ideas
 - Visioning – Jon Pearson
 - Jocelyn – vision board class on a Friday night/love offering
 - Areas we could increase income
 - Spaghetti Dinner
 - Dinner and a Movie?
 - Include membership into visioning
 - DM suggests put fundraising request out to membership for next 3 weeks - speak to board members, email to Olesia, put in suggestion box – Karol to announce at church next 3 weeks
- Sunday Monthly Meeting Schedule
 - 1st Sunday – volunteer meeting
 - 2nd Sunday
 - 3rd Sunday – prayer chaplain

4th Sunday -

12.09 PM - CLOSING PRAYER

12.12 PM - MEETING ADJOURNED