Unity of Central Minnesota Board of Directors

# Meeting Minutes

# February 22, 2022

## Opening

The regular meeting of the Unity of Central Minnesota Board of Directors was called to order at 4:36 pm on February 22, 2022 on Zoom by President Carol Laudenbach. After a prayer by Rev. Jim, we read the Board Pledge.

## Present

Present were Terri Duncan, Susan Holmen, Carol Laudenbach, Mary Paulson and Rev. Jim Ernstsen. Cristina Seaborn joined later from the airport.

**Reports**

The Secretary’s report will be given at the next meeting.

The Minister’s report is attached. Rev. Jim gives highlights. The new website has been launched by Sara Mohs with Cheryl Perry’s assistance. It is unityofcm.org. There will be new email addresses also, including [office@unityofcm.org](mailto:office@unityofcm.org), [info@unityofcm.org](mailto:info@unityofcm.org), [revjim@unityofcm.org](mailto:revjim@unityofcm.org) and [prayers@unityofcm.org](mailto:prayers@unityofcm.org). Sara is taking a hiatus from the role of Marketing/Media lead as of the end of February to focus on her business.

Rev. Jim is working with Express Employment to find a temporary bookkeeper. Rev. Jim suggests that all Board members subscribe to The Path newsletter (UWM) and possibly other leaders, as well. He’ll send the sign-up information. The Board Sandbox folder has an open project list and he, Carol and Rebecca prioritized the top 10 for 2022. All Board members can go to the Sandbox (Cheryl will send the link) but are asked not to delete anything. Things can be added.

**Old Business**

Co-Ministry Proposal

Rev. Jim announced that the co-ministry proposal he and Rev. Lisa Herklotz presented is withdrawn after much prayer and discernment. He will consider how to let the larger community know this through the newsletter.

Minister Evaluation

Kris Bahl, Rebecca Marie, and Carol will work on the Minister Evaluation process with Rev. Greg Coles (Great Lakes Regional Representative). Susan will join in to plan training with Rev. Coles (conflict resolution, etc.). Carol will move forward with the evaluation work.

Policies

Susan explained that there are two policies that need to be addressed soon and she is working on them. They are policies on Disruptive Behavior and Sexual Safety. The latter is focused on keeping children safe and will also involve training that is described in the policy. That will come later when we are in physical space. Susan, Mary Paulson will work on these policies. Carol Laudenbach will send contact information for the insurance company.

**New Business**

Reopening Task Force

A motion was made and seconded through email that we: *move forward with plans to meet again in person for Sunday Service (and that our previous safety protocol be put back into place).* After discussion this motion was approved. Rev. Jim will plan for meeting in person for Sunday services and he will let us know the assistance needed once a meeting space is selected.

Spiritual Center Task Force

Rev. Jim reports that Phase II of the SCTF met today and will soon be reaching out to contacts for temporary space. This will be funneled through Rev. Lisa and Terri as Task Force leads, and then invitations to visit the spaces will be set up, for the Board and Phase I and II task force members. Three options include the Holiday Inn, Best Western/Kelly Inn and Bethlehem Lutheran Church. Each of these has pros and cons.

Visits should be set up by next week and Board members are asked to reserve the next two Tuesdays, 3/1 and 3/8 (Board meeting time, 4:30), for possible visits. After the visits the Board will vote on short-term space for in-person services. There is some discussion about costs and funding sources. Permanent space is not found yet, but exploration continues. All options are on the table.

**Board Officer Selection**

Cristina Seaborn was able to join us briefly, so we completed the Board Officer selection. Susan expressed willingness to continue as Secretary and Terri is willing to be Treasurer. Cristina expressed a desire to take on special projects. Carol is willing to continue as President but has limited time.

There is discussion about role responsibilities. Mary is willing to be Vice President and assist Carol. Both would participate in regular leadership meetings with Rev. Jim. After a motion is made and seconded the motion is passed for the following slate of officers:

President - Carol Laudenbach

Vice President – Mary Paulson

Secretary – Susan Holmen

Treasurer – Terri Duncan

Director – Cristina Seaborn

**Strategic Planning**

Carol spoke of the many open projects there are on the Sandbox list and it is not all-inclusive. The Board/community has not done strategic planning in a few years and it seems a good time to start the process. She poses question of whether we have the skills to do it in-house or need outside assistance. Training is one of our priorities, possibly with Rev. Greg Coles (some of which would be for a fee). Mary has extensive training and experience in organizational structure and feels we could do it internally.

Discussion focused on the benefits of brainstorming, visioning, and collaboration; the scope (a year or five years?), timing, objectives, etc. It is agreed that Cristina and Mary will meet and determine some options, which they will present at the next meeting.

It is also agreed that the current Board needs to update the Board Pledge.

**Board Vacancy**

With Sanda Lang withdrawing from the Board there is a one-year vacancy for a Board director. Susan agrees to contact several members to see if they are interested in the role. The Board will appoint a new director to complete the open term.

## Next Meeting

The next Board Regular Board Meeting is on Tuesday, March 22 at 4:30 on Zoom.

## Adjournment

Carol adjourned the meeting at 6:20 pm with a prayer.

| Minutes respectfully submitted by: | Susan G Holmen |
| --- | --- |
| Approved by: | Board |

**Board of Director’s Meeting**

**Minister’s Report – Rev. Jim Ernstsen**

**February 22, 2022**

* **Completed**
  + Eric Butterworth’s Spiritual Economics (prosperity) book study has completed
  + The Reopening Task Force has recommended and the board agreed to holding Sunday Services in person once again
  + Our new website [www.UnityofCM.org](http://www.UnityofCM.org) has rolled out
    - Sara is has completed oversite of development work with OneEach Technology
    - New email addresses [ABC@unityofcm.org](mailto:ABC@unityofcm.org) (RevJim, Office, Prayers, Cheryl)
  + Our Annual Membership meeting was held on Sunday Jan 30th
  + 2022 Prayer Chaplain training has completed
* **Ongoing**
  + Our second cycle of the six week “Mindful Thursday” meditation group in progress
  + We have signed an agreement with Express Employment to find us a local temp Bookkeeper
  + Spiritual Center Task Force continues into Phase II
    - The Task Force consists of AngieT, RickW, AllenB, Rev. JimE
    - The Task Force will be scheduling a walk through of two temporary spaces
  + The “Open Projects” list in the UCM Sandbox
    - Carol, Rebecca Marie, & Rev. Jim have made a rough draft pass at prioritizing the list
    - We are suggesting a future board meeting to set strategic goals
* **New**
  + Co-ministry proposal pray/discernment process
  + The Lazarus Blueprint book study
  + The Gift of Imperfection book study
  + Keep a True Lent book study

**Ministries reporting to the Minister**

* + - **Adult Enrichment** – Carol
    - **Prayer Chaplain** – Cheryl
    - **Marketing & Media** – Open
    - **Sacred Service** – Rebecca Marie
    - **Board Leadership** – President & Vice President
    - **Accounting/Bookkeeping** – Open
    - **Greeters** – Monique
    - **Spiritual Social Action** – Susan & Terri
    - **Sunday Service & Technology** – Cheryl