

Unity Center – Board of Trustees Minutes (Revised)
April 2, 2007 - 6:30 p.m.

Attendees: Keith Eble, President; Tom Wake, Vice President; Eileen Wood, Secretary; Joe Riley, Member; Mary Pitman, Member; Rev. Robin Reiter, Minister; Cindy Peek, Church Administrator

Opening Prayer: Rev. Robin Reiter opened the meeting with a prayer.

Check In: President Eble initiated the check in.

Minutes: Minutes from the previous month's meeting were read and minor corrections were made to the board's responsibilities. Mr. Wake made a motion to accept the minutes as read with the revisions and Ms. Pitman seconded the motion.

Old business:

The date for the board members retreat weekend was reviewed. Due to an already active July & August, Rev. Reiter requested that we plan for September. Sept 13-15 or Sept 27-29 was suggested. Rev. Reiter will check the dates with Ms. Armstrong when she returns from vacation

President Eble brought up the building the labyrinth and prayer garden on the church property. Rev. Reiter is looking to form a steering committee after Easter. Ms. Pitman found that HGTV is not currently accepting new requests for their 'Landscapers Challenge' show. Ms. Pitman will continue to follow up with this idea.

Rev. Reiter brought up that the National background check forms will be available soon and that each board member must sign a form

Ms. Peek purchased and planted 20 plants to be in compliance with the town ordinance. Additional plants are still on order to complete the process. Ms. Peek also mentioned that over 130 trees were trimmed by Jim Kirchner

Ms. Peek distributed a second vendor proposal for replacement of the office copy machine and noted that she is still waiting on the third proposal. The board requested that Ms. Peek provide 3 proposals for the next meeting along with her recommendation as the choice provider

Treasurer's report: Rev. Reiter presented a preliminary informal Treasurer's report in Ms. Armstrong's absence. It was noted that there have been some unusual bigger expenses in the month for items that have been postponed and events. It was also noted that the church is in a much better financial position to plan and pay for expenses that have been

previously postponed. No vote was taken and a final report will be presented next month.

Rev. Reiter presented the Attendance & Count Comparison report and the average attendance has increased from 192 to 196 and the average offering increased from \$7,051 to \$8,447.

Regular items:

Calendar – Rev. Reiter reviewed the April calendar: Easter, Chaplain training, membership, family Sunday, Spiritual gifts workshop and Finding your divine purpose workshops by Barbara Huffman, April 15 potluck at Temple Shalom. Also mentioned was that the Rev. Crooks will be leaving for Tenn and the church will be doing a farewell potluck

Staff kudos or concerns kudos to Mary Pitman for her help with advertising and Mike Davis for all his additional help with the previous month activities
Policy manual - meeting for the policy manual is being scheduled for this month

Music program – President Eble brought up the discussion of the number of outside musical guests and how much does the board participate in the process. Rev. Reiter explained that the previous month was an exception and that going forward Mr. Davis has scheduled outside guests only for the first Sunday of the month. Mr. Davis has a budget that he is working with.

Rev. Reiter requested that the board approve the purchase of a guitar for Mike Davis. Mr. Wake motioned to spend up to \$500 on the guitar, case & accessories and be Mr. Davis's property and Ms. Pitman seconded the motion.

Willow School – the school is having a 'Fun-raiser' on May 3rd at IRCC at 12:00

Advertising – Ms. Pitman gave an update of the free advertising available to us. Mr. Wake asked if we want to do any radio advertising. Rev. Reiter stated that other churches in the Treasure Coast area are interested in pooling resources to do the Daily Word on the radio.

Building Maintenance:

Ms. Peek brought to the board a request to have the church lawn fertilized, an application to eliminate the red ants and to repair or replace the sprinkler system that was damaged when the Education Center building was built. The fertilization could be done 2 times per year by Mike Sutton along with mulching. The red ant application bid came in at \$2500 for one application that would be guaranteed for a year. The sprinkler system needs vendors to provide bids. Ms. Pitman motioned that the board accept the red ant application bid and Mr. Wake seconded the motion.

Other business

Ecuador group – Rev. Reiter asked if members from the Ecuador group could come to the next board meeting to present their intentions for sponsorship for a future medical missionary trip. The board agreed and Pres. Eble suggested that it be set up to be at the beginning of the meeting.

Bank – Rev. Reiter stated that the current bank has been bought out by another bank and that it was requiring new authorized signature cards to be completed in person. It was agreed that the following persons will be authorized signers on the account: Rev. Robin Reiter, President Keith Eble, Vice President John Thomas Wake, Treasurer Sharon Armstrong, Secretary Eileen Wood, Mary Pitman, and Joseph Riley (Brenda Moreu will have access to the account but will not be a signer of the account)

Rev. Reiter requested permission to get a quote to have her office redecorated. The board agreed.

Chairing & counting schedule

Ms. Peek noted who will be chairing and counting for the month until the next board meeting.

Next meeting

The Board's next meeting will be held on Monday, May 7, 2007 at 6:30 in the church chapel

Adjournment

The meeting adjourned at 8:45 p.m.