

**Unity Center – Board of Trustees Minutes
March 5, 2007 - 6:30 p.m.**

Attendees: Keith Eble, President; Sharon Armstrong, Treasurer; Joe Riley, Member; Eileen Wood, Member; Tom Wake, 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: Check in with the board members took place.

Get to know time: Being this was the first board meeting with the newly elected board, President Eble conducted a 'get to know you' time during dinner.

Minutes and old business: Minutes from the previous month's meeting were not available; it was agreed that they would be read at the next meeting.

Board responsibilities review & election of officers: President Eble opened the discussion and reviewed the open positions. Tom Wake accepted the position of Vice President; Eileen Wood accepted the position of Secretary; the positions of President and Treasurer remain the same. Rev. Reiter reviewed the church responsibilities and each member's involvement with the center including an annual retreat; service participation and weekly church activities.

Treasurer's report: Ms. Armstrong presented the Treasurer's report and her opening remark was 'WOW'. The month of February is in the black.

Rev. Reiter presented an Attendance & Count Comparison from 2006 to 2007. The average attendance for the 1st two months of 2007 is 192 people and the average offering is \$7,051 which is almost doubled from the prior year. In addition, a second bequest in the amount of \$12,000 was just received.

Rev. Reiter recommended that we tithe Mary Reilly and the Fountain Fund \$3200 for her past patronage and support of the church programs. The board members agreed that was a wise choice.

Mr. Wake motioned to accept the Treasurer's report as presented and Ms. Pitman seconded the motion.

Regular items:

Calendar – Rev. Reiter reviewed the newsletter; couples retreat has been booked for the weekend of May 18-20 at Lake Yale; Rev Reiter requested

that each board member be prepared to discuss the scheduling of the annual retreat at the next board meeting

Fund raising committee – all set

Staff kudos or concerns – policy manual: kudos to Brenda Moreu for her help with the bookstore & Cindy Peek for all the extra time she helps at the church; meeting for the policy manual is being postponed until April due to other responsibilities

Music program – all set; Mike Davis is ironing out the kinks and doing a great job

Willow School – the building was dedicated on March 4, 2007 following the 11:00 service

Advertising – Rev. Reiter reviewed the newspaper ad which was assisted by Pam Lewis; Mary Pitman volunteered to help with advertising; a team will be formed to cover multiple areas of free advertising available to us

Building Maintenance:

Ms. Peek requested approval to purchase 36 plants from Home Depot to be in compliance with the town ordinance. Ms. Armstrong motioned to approve the funds; Ms. Wood 2nd the motion

Ms. Peek distributed a proposal for replacement of the office copy machine. The board requested that Ms. Peek provide 3 proposals for the next meeting along with her recommendation as the choice provider

Other business

Rev. Reiter brought up the intention of building the labyrinth on the church property. Rev. Reiter would like to get in some landscaping proposals from local people. Ms. Pitman suggested that we contact HGTV to see if they would be interested in doing a 'Landscapers Challenge' show. Ms. Pitman agreed to follow up with this idea

Chairing & counting schedule

President Eble explained that each board member is to be involved at least once per month with chairing at the 11:00 service and counting the contributions after the 11:00 service. Rev. Reiter brought up that each new member must have a national background check performed prior to participating in the counting process. The background check forms need to be signed and then submitted. 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, April 2, 2007 at 6:30 in the church chapel

Adjournment

The meeting adjourned at 9:15 p.m.