

Unity of Springfield
Meeting of the Board of Directors
January 18, 2016

Board Members Present

Mary Hilsabeck – President

Jim Kaatz – Treasurer

Kimberley Lippelman – Secretary

Kari Brashers -- Director

Sue Baggett-Spears—Spiritual Leader

Harry Sparks – Emeritus

Simone Hite -Director

Jon Anfinson - Director

Tom Long – Director

Paula Armknecht--Director

Dee Richardson – Administrator

Norma Vinson - Emeritus

Guest: JoLynn Higgins

Nancy Scribner

***The meeting** was called to order by Mary at 6:00 p.m. Sue opened with prayer. Check in was conducted. All attendees read the Core Values, Mission, and Vision Statements together aloud.

***The Minutes** of the November meeting were sent out for review prior to the meeting. Jim made the motion that they be approved as submitted. Paula seconded. All voted affirmatively. Motion carries.

***Financial Report**—Financial Report was provided prior to the meeting for review. Jim said we had a very good month in December with some last minute giving at the end of the year from several individuals. Simone moved that the Financial Report be approved as submitted. Kari seconded. All voted affirmatively, motion carries.

***2016 Budget**—Jim presented the proposed budget. Discussion was held about proposed budget items and whether to cancel the radio program. Jim stated he would like to talk about a capital budget soon for improvements to the building. A recommendation will be made to congregation that radio program be cancelled and get membership feedback before making final decision. Jon motioned to approve the budget as presented. Tom seconded. All affirmative, budget is approved.

Administrator's Report—Dee has been working on donor letters and employee tax information.

****Dee Richardson** left the meeting

***Committee Reports:**

- **Adult Education:** No report.
- **Building and Grounds:** No report
- **Employment:** No report
- **Fundraising:** Nothing coming up

- **Health & Wellness:** No report
- **Long/Short Range Planning:** No report
- **Marketing /Publicity:** No report.
- **Music:** No report.
- **Outreach:** no report
- **Social Events:** Chili cookoff coming up. Will be working on another event for Spring.
- **Volunteer Services:** Tom asked about the turnout for Holiday decorating/undecorating. Kimberley said she was pleased with the turnout and things went well.
- **Youth Ed:** Paula shared Julia's newsletter she has been sending home with parents and shared Julia's report. Julia has asked to purchase a wall mounted dvd and tv. She also shared an email from Macy covering what the Y.O.U. have been doing.
- **Communications:** no report.
- **Spiritual Leader's Report:** Sue said they held their first men's group and women's group with good turnout. She shared some information about Unity of Joplin's thrift store. Sue also discussed the mastermind group with Mendhi Audlin and said they had gotten to spend an hour on the phone with her the previous week. Sue thanked the board for her celebration marking 10 years as Spiritual Leader.

Old Business:

Vacation for Staff Members: Discussion was held regarding increasing the amount of paid vacation for our staff. It was decided to amend the policy as follows:

BENEFITS

Benefits shall be earned as follows:

- a) Two weeks paid vacation after 6 months of continuous employment as established by the employees most recent hire date
- b) Three weeks paid vacation after five full years of continuous employment as established by the employees most recent hire date
- c) Four weeks paid vacation after ten full years of continuous employment as established by the employees most recent hire date
- d) Five weeks paid vacation after twenty full years of continuous employment as established by the employees most recent hire date.
- e) Additionally, two paid personal days and three sick days to be used at employee's discretion (with approval of Administrator) for full time hourly non-exempt employees

Wednesday Evening Class Compensation: Mary proposed that beginning June 1, we will change pay arrangement for LUTs. There will also be a summer sabbatical with no classes held throughout the summer.

Jim made a motion that we adopt the following policy:

Beginning on June 1, 2016, classes conducted on Wednesday evenings by Kenneth Reitmeyer, will be compensated at a rate of 50/50 split with up to \$75 of monies collected during the class going to Kenneth. Any classes taught by other LUTs will be split 50/50 of monies collected during the class with up to \$50 for the instructor. There will be a sabbatical on or around June 1 through on or around September 1 each year. Jon seconded. All voted in favor. Motion carries.

Audit: A recommendation was made to postpone the audit until next January. Discussion was held about whether to proceed or wait. Issue was tabled until we can get some bids and seek further information from UWM.

Videography and Social Media: Discussion was held about whether we can restrict congregants from posting videos/photos of services to social media. Sue seeking direction on whether to take down the sign that is posted saying that no photography/video allowed. Everyone in agreement to take the sign down except in the case where a professional artist with copyright material is performing.

Wedding Employee Classification: Kimberley still waiting for an answer from UWM. Tabled until next meeting.

New Business:

New Board Candidates: Mary reported that the Nominating Committee has been unable to come up with a candidate to fill the open slot. Discussion was held regarding possibilities. Mary will follow through with the suggestions offered to see if any are interested.

Town Hall: Agenda for Town Hall Meeting was discussed.

Floor was opened to guest Nancy for comments. She expressed concern regarding the recording and sharing of video, especially regarding our children. This issue will be discussed during the upcoming Board Retreat.

Jolynn invited to offer comments.

Sue prayed out.

Seeing no further business, the meeting was adjourned at 8:38 p.m.

Respectfully submitted,

Kimberley Lippelman-Nash, Secretary