

Unity Church of Hawai'i
 Board of Trustees
 Regular Meeting
 Thursday, September 22, 2016
 Unity Church of Hawaii, Room 201

Board Members Present: Ralph Whitaker, Francine Kaiona, Jade Guess, Rosie Kaiser, Linda Knox, Doris Marsh
 Board Member Phone-In: Marsha Bethards Board Member Unexcused: Loke Simon
 Special Guest: Rev. David McClure

AGENDA	INFORMATION ITEM/ DISCUSSION/CONCLUSIONS	FOLLOW-UP/ACTION
Call To Order Quorum Required: Six	Having established that a quorum (six or more) was present, the meeting was called to order at 6:05 p.m.	
Opening Prayer, Lighting of the Christ Candle, Affirmation of Purpose,	<ul style="list-style-type: none"> •Rev. David McClure offered the opening prayer. President Whitaker led the Board in the Lighting of the Christ Candle. •The BoT read the <i>Affirmation of Purpose</i>. •Johanna Kelly,LUT read from the <i>Daily Word</i>. 	
Roll call	Francine Kaiona, Secretary, called the roll of the Board. One Unexcused Absence noted: Loke Simon.	
Appointment Election	<ul style="list-style-type: none"> •The Board unanimously approved Doris Marsh as the new board member replacing Lee Boardenave. Her term expires in 2019. •The Board unanimously elected Jade Guess to fill the Vice President position left vacant by Linda Wong. Congratulations were offered to Doris and Jade from the entire Board.	
Approval of Agenda	Ralph Whitaker presented the Agenda. The following adjustments were made to the Agenda: <ul style="list-style-type: none"> •Add b. Review/Audit under X. Finance Report •Move item "a" Appointment of Doris Marsh to BoT prior to President's Report. 	

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	<ul style="list-style-type: none"> •Add to Old Business: TITHE to Missionary Ministry •Add to New Business: HOPCOF Follow Up <p>Motion made by Jade Guess to approve the Agenda as amended. Second by Rosie Kaiser Motion passed Unanimously.</p>	
Open Floor	<p>Three congregants addressed the meeting.</p> <ul style="list-style-type: none"> •Letrice Campbell spoke to her belief that Religious Science is infiltrating the Church and that clarification of beliefs needs to be given. • Nicole Bremness proposed a class, The Four Pillars of Mutual Awakening, for the Board's consideration. •Jan Fitzgerald brought to the attention of the Board that there is not a Pacific Islander on the Search Committee. They would like to add a member. This needs Committee not Board action. 	
Approval of Minutes	<p>Motion to Approve the change made by Rosie Kaiser. Second by Jade Guess. Motion passed unanimously.</p>	<p>•ADD Rev. Albert Wingate as attending meeting.</p>
PRESIDENT'S REPORT	<p>Ralph Whitaker's written report is attached to these minutes.</p>	<p>•Next Town Hall Meeting on 9/25/2016.</p>
FINANCE REPORT	<p>Linda Knox presented for Treasurer Marsha Bethards the Profit and Loss [P&L] Statement for August 2016 – Budget vs. Actual. Noted the following:</p> <ul style="list-style-type: none"> •Acct. 4000 Church Services was down \$12,889 from Budget. •Total Expenses was over Budget by \$9,877. •The Finance Committee is beginning to plan the 2017 Budget. •Audit Committee reported that an Accounting Review of 2015 by Wikof Combs is pending their submittal of a bid. 	

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<p>CHURCH'S REPORT</p> <p>Rev. David McClure</p>	<p>The attached Reports were received for the month of August 2016:</p> <table border="0"> <tr> <td>Administrator's</td> <td>Steward of Custodial Services</td> </tr> <tr> <td>Courtyard Café</td> <td>Steward of Finance & Accounting</td> </tr> <tr> <td>Media Services</td> <td>Unity School</td> </tr> <tr> <td>Déjà vu</td> <td>Unity Wellness Center</td> </tr> </table> <p>•Recommended the book/process, <i>The 7 Whispers</i> by Christina Baldwin. Her book outlines The Seven Whispers <u>Maintain</u> peace of mind <u>Move</u> at the pace of guidance <u>Practice</u> certainty of purpose <u>Surrender</u> to surprise <u>Ask</u> for what you need and offer what you can <u>Love</u> the folks in front of you <u>Return</u> to the world. The next minister to be mission center and not minister centered.</p>	Administrator's	Steward of Custodial Services	Courtyard Café	Steward of Finance & Accounting	Media Services	Unity School	Déjà vu	Unity Wellness Center	
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<p>PRAYER OF THANKSGIVING</p>	<p>Board of Trustees read the Prayer of Thanksgiving.</p>									
<p>OLD BUSINESS:</p>	<ul style="list-style-type: none"> •a. BoT Church Tour to be scheduled. •b. Tabled motion made by Loke Simon re: BoT Filing Cabinet Location. •c. Removed from Agenda: Annual UCoH Member Directory •d. Removed from Agenda: Gatekeeper •e. Tabled The Continuity Ministry Ad Hoc Committee. •f. Tithe for July was approved. Motion made by Rosie Kaiser. Seconded by Jade Guess. Motion Passed Unanimously •g. Tithe for August was approved as was Blessing Hands USA as a recipient. Motion made by Jade Guess. Seconded by Francine Kaiona. Motion Passed Unanimously 	<ul style="list-style-type: none"> •July 2016 \$4,327.44 minus Ho`opono \$110.67 = \$4,216.77. To be disbursed at \$1,405.59 each to the following: <ul style="list-style-type: none"> •Unity Worldwide Ministries, •Silent Unity, and •Legacy of Aloha. •August 2016 \$4,394.43 minus Ho`opono \$28.03 = \$4,366.40. To be disbursed at \$1,091.60 each to the following: <ul style="list-style-type: none"> •Unity Worldwide Ministries, •Silent Unity, •Legacy of Aloha. •Blessing Hands USA 								

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NEW BUSINESS:	<p>a. The Board will be tasked to do a Bylaws review and select committee.</p> <p>b. The roof over the Toddler Center is leaking. When proposals for the roof replacement are available, the Board needs to approve expenditure.</p> <p>c. Toni Boehm will be in Hawaii from November 10 through 20. See itinerary attached. Save these Saturday dates, November 12 & 19, for Board training.</p> <p>d. Jan FitzGerald updated the Board on the Senior Minister's Search Team first meeting.</p> <p style="padding-left: 40px;">Motion made by Linda Knox to accept amended write-up for position post.</p> <p style="padding-left: 40px;">Seconded by Rosie Kaiser.</p> <p style="padding-left: 40px;">Motion Passed Unanimously</p> <p>e. Linda Knox updated the Board re: Filling the Pulpit committee. She presented the October Guest Speakers:</p> <p style="padding-left: 40px;">October 2 Dan Del Negro</p> <p style="padding-left: 40px;">October 9 Rev. Tracey Edwards</p> <p style="padding-left: 40px;">October 16 Rev. Leavitt Thomas UCoH 79th Anniversary Celebration</p> <p style="padding-left: 40px;">October 22 Rev. Geo Downer of Unity Windward</p> <p style="padding-left: 40px;">October 30 Johanna Kelly, LUT and Youth of Unity</p> <p>f. HOPCOF Update</p> <p style="padding-left: 40px;">The following deadlines were set for the September Board and the deadline was missed:</p> <p style="padding-left: 80px;">Contacting local racial sensitivity group for diversity training, discussion of financial models and finance policies and selecting a Bylaws review committee</p>	
	At 7:57 p.m. regular meeting was adjourned and all guests left the meeting.	
EXECUTIVE SESSION	<p>Entered Executive Session at 8:14 p.m.</p> <p>Motion by Linda Knox to exit Executive Session at 9:44 p.m.</p> <p>Second by Jade Guess</p> <p>Motion passed Unanimously</p>	
SALARY	After a discussion on offering Johanna Kelly an independent contractor position to perform media, social media as well as maintaining website, creating weekly Newsletter and continue to work with Youth in the	Ralph Whitaker to advise Amy Miyamoto to make change.

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	<p>Sunday School as well as the Keiki Church.</p> <p>Motion made by Francine Kaiona to offer Johanna Kelly an independent contractor position. Position to begin October 1, 2016 and will terminate 30-days after the arrival of the new minister or may be renewed at the desire of the new minister.</p> <p>Second by Rosie Kaiser.</p> <p>Motion passed Unanimously</p>	
ADJOURNMENT	There being no further business the meeting was adjourned at 9:50 p.m.	
NEXT MEETING	Thursday, October 20, 2016. Room 201 6:00 pm	

Submitted by Board Secretary Francine Kaiona