



APPROVED

on 3/22/2018

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2018_01-21 UCOH BoT Meeting Approved Minutes .docx

Unity Church of Hawaii
Board of Trustees
Special Meeting
Date: January 21, 2018
Unity Church of Hawaii, 201

Board Members Present: Jo-Ann Adams, Rickie Banning, Marsha Bethards, Debbie Catania, Thomas Gallagher, Richard Hughes, Ralph Whitaker, Kathy Whitmire, Rev. Tim Lytle
 By phone: Loke Simon

AGENDA	INFORMATION ITEM/DISCUSSION/CONCLUSIONS	FOLLOW-UP/ACTION
Call to Order Quorum required: six	4:06 p.m. Roll was called. All were present, Loke attended by phone. A quorum was established.	
Opening Prayer Lighting of the Christ Candle	Rev. Tim led the opening prayer and the Lighting of the Christ Candle.	
Unfinished Business	<p>A. Tithing Policy Point of Order by Kathy. The tithing policy was initially presented by Kathy on August 24, 2017. The document was distributed to the board.</p> <p>Kathy made a motion to adopt the tithing policy as recommended by the finance committee on August 24, 2017. Rickie second.</p> <p>Jo-Ann offered a friendly amendment that if any tithe proposed in excess of the amount available, the tithe is null and void. The amendment was accepted by Kathy and Rickie.</p> <p>Append to the friendly amendment: It is anticipated that the board cannot approve a tithe in an amount in excess of what is available in any month.</p>	<p>(Attachment #1) Unity Church of Hawaii Tithing Recommendations to Board of Trustees (Attachment #2) Tithe Worksheet February – December 2017</p>



	<p>Discussion: Concern was voiced that a tithe to Blessing Hands USA Inc. was not included in item 5 of the Tithing Policy. The issue needs to be resolved.</p> <p>A request was made that Rev. Tim abstain from voting because his vote would be in direct conflict for him to participate in the vote regarding Blessing Hands USA Inc.</p> <p>Jo-Ann moved to table the recommendation of the Finance Committee until we can hear Thomas' motion. Debbie second. 7 in favor Kathy and Rickie opposed. Loke abstained.</p> <p>The motion to table the recommendation of the Finance Committee passed.</p> <p>Thomas made a motion, in order to be in integrity with the will of the previous Board of Trustees, the remainder of the intended \$10,000 be sent to Blessing Hands USA Inc. in an expeditious manner. Marsha second.</p> <p>The board was in arrears in a Performance Review and wanted to offer Rev. Jack \$10,000. He asked that the amount not be received in salary but to send the \$10,000 to his non-profit Blessing Hands USA Inc.</p> <p>Jo-Ann offered a friendly amendment to change the language to, "in order to honor the will of the previous board, the remainder of the \$10,000 tithe to Blessing Hands USA Inc. be sent in an expeditious manner."</p>	<p>(Attachment #3) Motions for Special Board of Trustees Meeting, Sunday, January 21, 2018.</p>
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	<p>The friendly amendment was accepted by Thomas and Marsha.</p> <p>Not all board members agree with what was done by the previous board.</p> <p>The minutes in question do not include Blessing Hands USA Inc.</p> <p>The intention to the tithe to Blessing Hands USA Inc. was confirmed by two prior board members currently on the board and by all of the previous board members voting for the initial tithe via telephonic communication prior to this meeting.</p> <p>The August 4, 2016 meeting was clarified. The real question is, “what was the board’s intent at the time?” How was the payment tied to a tithe?</p> <p>Minutes have been requested. No review was done. One current board member felt that the tithe was in lieu of a severance package. There was no correlation between the tithe and severance package according to the Board of Trustees at the time the tithe was made.</p> <p>The tithe is still outstanding. Discussion of performance is irrelevant. Does the board of Unity Church of Hawaii (UCOH) honor its commitment or not?</p> <p>Regardless of how one may feel about Rev. Jack. It is important to honor the decision of the board at the time. It is important to move forward as we continue to debate the issue.</p>	
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	<p>Minutes of regular meeting of September 22, 2016 state the establishment of the tithe to Blessing Hands USA Inc.</p> <p>Current statutes may make board members liable for action.</p> <p>Until we can clear up the issues involving this tithe and complete the tithe, conflict will continue.</p> <p>Blessing Hands USA Inc. is not a 501(c)3. Are we able to give to Blessing Hands USA Inc. which is not a 501(c)3?</p> <p>UCOH can tithe to other charitable organizations.</p> <p>Thomas added a contingency to his motion that research be made to ensure that tithe can be made to Blessing Hands USA Inc.</p> <p>Thomas called the question Marsha seconded.</p> <p>9 in favor Kathy opposed. The motion to call the question passed.</p> <p>The motion in question: In order to honor the will of the previous board, a motion was made by Thomas that the remainder of the \$10,000 tithe be sent to Blessing Hands USA Inc. in an expeditious manner pending verification of counsel that Blessing Hands USA Inc. is an appropriate charitable organization.</p> <p>6 in favor Kathy, Rickie, Loke opposed</p>	
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	<p>Richard abstained</p> <p>Kathy's tabled motion regarding the tithing Policy was then brought back onto the table for further discussion as it was only tabled by Jo-Ann until Thomas' motion was completed.</p> <p>The tabled motion: Kathy made a motion to adopt the tithing policy as recommended by the finance committee on August 24, 2017 with the condition that no tithe should be made if money is not available for the tithe for the month.</p> <p>The portion of the policy, item #5, will be amended to strike the first sentence leaving, "When UCOH incurs unreimbursed travel expenses for Rev. Lytle to travel to Unity Worldwide Ministries (UWM) meetings in his capacity as a UWM board member, we are allocating those expenses as part of our tithe commitment to UWM.</p> <p>Kathy and Rickie accepted Jo-Ann's friendly amendment.</p> <p>Kathy's motion will read as follows: Adopt the tithing policy as submitted on August 24, 2017. Item #5 was amended to read, "When UCOH incurs unreimbursed travel expenses for Rev. Lytle to travel to UWM meetings in his capacity as a UWM board member, we are allocating those expenses as part of our tithe commitment to UWM. The statement, "The board cannot approve an amount in excess of the amount available for the month" will be appended at the end of paragraph 2.</p> <p>Richard would like to include a friendly amendment that discusses the attached schedule.</p>	
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	<p>The schedule included in package is an illustration and not an implementation of the schedule.</p> <p>Thomas requested assurance that, If Blessing Hands USA Inc. is an appropriate organization unto whom we can tithe, then the entirety of what is owed should be paid when monies are available? How will a payment be made? Will a lump sum be made to Blessing Hands USA Inc?</p> <p>The finance documents indicate that monies have been set aside but checks have not been made on behalf of organizations to whom UCOH will tithe.</p> <p>The Finance committee should show up at the February meeting with names of recipients to determine, (1) how to distribute the balance left and (2) how to distribute the tithe for February.</p> <p>The board is reminded that all are coming from an honest intent to make payment to Blessing Hands USA Inc.</p> <p>The motion passed unanimously.</p> <p>The document, "Motions for Special Board of Trustees meeting on Sunday, January 21, 2018" was distributed (attachment #3).</p> <p>The second motion. In order to reconcile the amounts owed by or to Rev. Dr. Jack Bomar and move forward in integrity, Thomas made the following 3-part motion:</p>	
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	<p>1) That UCOH have a full accounting performed by an outside agency detailing the items and amounts owed to and from Rev. Jack,</p> <p>2) That this accounting be done with integrity and without preconceptions, such that a fair and impartial reconciliation letter can be generated, using his contract/covenant, departure letter, and any other pertinent information/documents, and that this reconciliation occurs before and be presented at, the March 2018 Annual Meeting, and</p> <p>3) if the final position of UCOH is that:</p> <ul style="list-style-type: none">a. UCOH owes Rev. Jack compensation, the amount be paid expeditiously,b. Rev. Jack owes UCOH, the amount be forgiven. <p>Marsha second.</p> <p>Point of order made by Kathy to remove this item.</p> <p>Thomas would like to take the item up now.</p> <p>Debbie second.</p> <p>Issue does not need a lot of discussion. Additional questions can be addressed later.</p> <p>Can paragraph 3 be dropped until the February board meeting?</p> <p>Point of order made by Rev. Tim. The subject of Thomas' motions was discussed as an item to be pushed to the top of the agenda during the Thursday, January 18 board meeting.</p> <p>Rickie would like to defer motion #2 until February 22.</p> <p>Kathy second.</p>	
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	<p>Rev. Tim called question Second by Marsha.</p> <p>7 in favor. Ralph opposed. 2 abstained.</p> <p>Rickie's motion to defer motion #2 until February 22. 4 in favor. 6 opposed. The motion to defer motion #2 failed.</p> <p>Break at 5:57 p.m. Reconvene at 6:10p.m.</p> <p>Thomas amended his motion to state that in #3: If UCOH owes Rev. Bomar, the amount will be paid by anonymous sources. If Rev. Bomar owes UCOH, the amount will be paid by anonymous sources. Marsha second.</p> <p>Further clarification was requested regarding the outside audit on items and amounts owed to and from Rev. Bomar. Finding an attorney would not be difficult.</p> <p>The Board had not formally granted permission for Thomas to talk to Rev. Dr. Bomar so, he has not done so.</p> <p>Any person within this community would not be considered as impartial to do an audit.</p> <p>Expenses for an impartial entity will come from outside donor sources.</p>	
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	<p>No matter who pays, will the process be credible?</p> <p>An arbitrator or attorney will be a professional who will accomplish what needs to be done.</p> <p>An urgency exists so that we can have the information for the congregation during the annual meeting.</p> <p>Thomas attempted to get approval from the board to talk to Rev. Dr. Jack Bomar in the past, but a formal request/motion was never made.</p> <p>Kathy would like to make a substitute motion to allow Thomas to speak to Rev. Dr. Jack Bomar before attempting to accomplish motion #2. Second by Rickie.</p> <p>This proposal would be more mediation than reconciliation.</p> <p>This motion would not accomplish what we need.</p> <p>Thomas called the question. Kathy withdrew the question.</p> <p>To help expedite, the Senior Minister will reach out and find an impartial person. Thomas would like to accomplish this motion.</p> <p>Jo-Ann suggested retired Judge Steven Levinson.</p> <p>Thomas made the motion:</p>	
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	<p>#1. The agency will be selected by differing parties to be approved by the board. The reconciliation letter will also be approved by the board.</p> <p>Thomas called the question. Jo-Ann second. Motion unanimously passed. Thomas' motion that the agency selected by differing parties will be approved by the board. The reconciliation letter will also be approved by the board. 9 in favor Loke opposed. The motion passed.</p> <p>Thomas made a motion that the board meetings occur on the Thursday after the third Tuesday of the month.</p> <p>Jo-Ann moved to take the calendar out of order. Second by Marsha. 7 in favor. Kathy and Rickie opposed. The motion passed.</p> <p>Thomas made a motion to have the board meetings occur on the Thursday (see calendar). Town Hall will be on the following Sunday. Marsha second. 9 in favor 1 abstention by Richard. The motion passed.</p> <p>We will need to reschedule November 2018, it is currently scheduled on Thanksgiving.</p>	<p>(Attachment #4) Board meeting calendar 2018</p>
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	Richard moved that the next meeting will be on Thursday, January 25, 2018 to complete the agenda. Thomas second. 8 in favor. Thomas abstained. Loke' vote is unknown. The motion passed.	
Next Meeting	Next meeting will be on Thursday, January 25, 2018.	
Adjournment	Meeting was adjourned at 7:19 p.m.	

Attachment List

1) Unity Church of Hawaii Tithing Recommendations to Board of Trustees
2) Tithe Worksheet February – December 2017
3) Motions for 1/21/18 Meeting
4) Calendar 2018

Unity Church of Hawai'i Tithing
Recommendations to Board of Trustees
August 24, 2017

The Unity Church of Hawai'i (UCoH) Finance Committee researched and pondered tithing principles, including the following guidance from Unity Worldwide Ministry:

"All UWM voting and non-voting Members are encouraged to give the following minimum amounts as free will love offerings, tithes or other form of contribution to UWM:

A. Voting Ministries and Regions and Sub-regions: 3.3% of their gross income from all donations of any kind, except for restricted gifts.

1) For purchases of services from the ministry (such as bookstores, day care, and similar activities not part of the core mission of the ministry), the suggestion is that the figure used is the net of total income less actual operating (non-capital) expenses, or any reasonably defined method for calculating the Encouraged Contribution."

To move us toward a regular tithing practice for this year, the Finance Committee recommends:

1. UCoH tithe (10%) of all unrestricted donations (everything recorded in the 4000 and 4100 accounts in our bookkeeping system, i.e. service donations, credit card donations, mail-in donations, stock donations and memorial donations), in accordance with the UWM guidance. This does not include payments for use of church space by on-going groups, classes, wellness and counseling centers or the thrift store or the expense sharing we receive from the pre-school accounts, as those funds are primarily to help pay for utilities, and maintenance/operating the campus.
2. The Finance Committee make a monthly recommendation to the Board, using the principles behind the practice of tithing, to include the recipients and amounts. Recommended tithes will be computed based on donations received the previous month. It is anticipated the recommendation will be consistent each month; however, modifications to the recipient/amount will be made by the Finance Committee with consultation by the Senior Minister, a member of the committee.
3. UCoH tithe on this basis will be effective from February 2017. If there are insufficient funds to make immediate payment (as has been the case recently, the expense will be recorded as "Tithes Payable"; however, at least 1/3 of the monthly tithe will be disbursed during the month it is presented to the Board.
4. The "tithes payable" balances will be a top priority for distribution when funds become available. "Tithes payable" were reported on the balance sheet in the past, so this is apparently not a new idea.
5. The Committee recommends that tithes for February through August 2017 be allocated as follows: 1/4 to Unity Worldwide Ministries, 1/4 to Unity Worldwide Spiritual Institute, 1/4 to Silent Unity, and 1/4 reserved for local ministries such as Ho'opono and our prison ministry. Note that when UCOH incurs unreimbursed travel expenses for Rev. Lytle to travel to Unity Worldwide Ministries meetings in his capacity as a UWM Board member, we are allocating those expenses as part of our tithe commitment to UWM.
6. The attached schedule illustrates implementation of this proposal.

Finance Committee

Tithe Worksheet
February - December, 2017

	February	March	April	May	June	July	August	September	October	November	December	Total
Total Donations Received in <u>Previous</u> Month*	\$20,487.41	\$13,917.07	\$18,551.33	\$24,219.32	\$27,789.05	\$ 24,932.22	\$21,949.96	\$18,711.88	\$17,785.93	\$29,099.95	\$34,699.00	\$252,143.12
10% of Donations	\$2,048.74	\$1,391.71	\$1,855.13	\$2,421.93	\$2,778.91	\$2,493.22	\$2,195.00	\$1,871.19	\$1,778.59	\$2,910.00	\$3,469.90	\$25,214.31
Tithes Already Paid**	\$57.33	\$1,327.43	\$56.54	\$3,487.15	\$1,623.56	\$428.99	\$799.10	\$1,574.71	\$2,226.07	\$2,843.92	\$0.00	\$14,424.80
Remaining to be Paid	\$1,991.41	\$64.28	\$1,798.59	-\$1,065.22	\$1,155.35	\$2,064.23	\$1,395.90	\$296.48	-\$447.48	\$66.07	\$3,469.90	\$10,789.51
Adjust Between Months		-\$64.28	\$64.28	\$1,065.22	-\$1,155.35	\$90.12		-\$296.48	\$447.48	-\$66.07	-\$84.92	\$0.00
Tithes Payable	\$1,991.41	\$0.00	\$1,862.87	\$0.00	-\$0.01	\$2,154.35	\$1,395.90	\$0.00	\$0.00	\$0.00	\$3,384.98	\$10,789.51

*Includes all donations from services, memorials, credit cards, mail-in and stock (Accts. 4000 through 4100)

**Ho'opono expense, prison ministry expense and unreimbursed travel to UWM meetings + checks written to tithe recipients and accruals already recorded

Motions for Special Board of Trustees Meeting, Sunday January 21, 2018

Background: I talked with each of the members of the Board of Trustees serving at the time the decision to tithe to Blessing Hands was made except for Lee Bordenave (who opposed), Linda Wong (abstained), and Loke Simon (with whom I felt I knew her feeling). The 6 interviewed (representing a majority of the BoT) were asked his/her intention regarding the \$10,000 tithe to Rev. Jack. Without exception, their responded intent was for the full \$10,000 to be tithed, and that the \$10,000 was not tied to the severance pay amount, but rather was a tithe due to lack of delivering a timely salary bonus. Thus:

Motion #1: Tithe to Blessing Hands

In order to honor the will of the previous board, be in integrity with the will of the previous board, I move the remainder of the ~~previous Board of Directors' intended~~ \$10,000 tithe be sent to Blessing Hands in an expeditious manner pending verification of counsel that Blessing Hands USA Inc. is an appropriate charitable organization.

Background: There has been significant and on-going contention and consternation regarding whether Rev. Jack's severance pay was in keeping with his contract and if the manner of his departure negated the contract. Specifically, the church is divided between those who feel:

- his severance pay was too high and was not in keeping with the amount he should have received based upon his contract and that his early departure (less than 60 days' notice) should have negated his contract, versus
- his severance package was either appropriate or too low because he did not receive the amount owed for his job performance, amount of time/money spent at/with the church, donations by Rev. Jack to staff and interns, the prosperity brought to the church, and the lack of being paid his portion of love offerings.

This division within the congregation continues to plague the church with frustrations, ongoing rumors, negative attitudes and comments. Most all of the individuals with whom I have communicated stated that the Church needs to resolve this issue so that the church can "move on" to more fully deliver the message and services needed to this community and its members. They believe the church is ready to blossom with additional blessings when this issue is resolved. Secondly, they feel an impartial auditor is needed to develop a reconciliation letter detailing the amounts owed to each party. Thus:

Motion #2: Rev. Jack Reconciliation

In order to reconcile the amounts owed by or to Rev. Jack and move forward in integrity, I make the following 3 part motion:

1. That Unity Church of Hawaii have a full accounting performed by an outside agency detailing the items and amounts owed to and from Rev. Jack. The agency will be selected by differing parties to be approved by the board,
2. That this accounting be done with integrity and without preconceptions, such that a fair and impartial reconciliation letter can be generated, using his contract/covenant, departure letter, and any other pertinent information/documents, and that this reconciliation occur before, and be presented at, the March 2018 Annual Meeting, the reconciliation letter will be approved by the board, and

3. *If, the final position of Unity Church of Hawaii is that:*
 - a. *Unity Church of Hawaii owes Rev. Jack compensation, the amount be paid ~~expeditiously~~ by anonymous sources*
 - b. *Rev. Jack owes Unity Church of Hawai'i, the amount ~~be forgiven~~ will be paid by anonymous sources.*

UNITY CHURCH OF HAWAII BOARD OF TRUSTEES (2018) Meeting Dates	FINANCE COMMITTEE MEETING	BOARD MEETING	TOWN HALL MEETING
	Room 201	3 rd Thursday* 6:00 p.m. Room 201	4 th Sunday* 1:00 p.m. Chapel
JANUARY		18	21
FEBRUARY		22	25
MARCH		15 22	18 *25
APRIL		19	22
MAY		17 24	20 *27
JUNE		21	24
JULY		19	22
AUGUST		16 23	19 26*
SEPTEMBER		20	23
OCTOBER		18	21*
NOVEMBER		15 22	18 25
DECEMBER		**	**

* Tentative schedule. Dates are subject to change due to scheduling conflicts.

** Schedule changed.

Scheduled