

Monthly Board of Trustees (aka Advisory Team ) Meeting  
January 3, 2010  
Unity of the Lakes, West Branch, Michigan  
PO Box, West Branch, Michigan 48661

Attendance:

Board: Eilleen, Craig, Janelle, Denny, Barbara, Lorna

Members: Steve, Ned

Opening prayer

Previous Meeting Minutes: Approved

Minister's Report: Quilt came in and was sent back; Ministers assoc lunch; letter for annual meeting – changing meeting date; Regional conference; Sandy Black?- yes; sent Christmas letters.

Financial Report:

Minister's Manse: 553.87

Ending balance: 916.46

Available: 1,154.88 Approved

Youth Ministry Report: One youth in December, will continue to put packages together to be ready.

Board Member's Reports and special reports: None.

Old Business:

- Unity of Bay City quilt Patch. They are sent.
- Approve new members, approved.
- Lease, sign through August.
- Environment

New Business:

- Offer of land a potential.
- Jan 24<sup>th</sup> for scrapbooking.
- 

Motion to close, approved

Ned and Barbara Faulk

Write up a blerb for scrap booking.

Monthly Board of Trustees (aka Advisory Team ) Meeting  
February 7, 2010  
Unity of the Lakes, West Branch, Michigan  
PO Box 206, West Branch, Michigan 48661

Opening prayer : Eileen

Attendance: Team Members: Eileen Patra, Lorna Bergman, Craig Barton, Denny Troester. Members: Barb Falk, Ned Falk, George Searfoss, Donna Sanders  
Previous Meeting Minutes: Approved as amended.

Minister's Report:  
2009 in Review

Workshops & Events

- 2 Change Your Questions workshops/Craig
- 2 Circulation Day events
- Chakra Clearing Workshop & Psychic Scrapbooking/Treasuremapping - Lorna
- Four Spiritual Laws of Prosperity workshop
- Spiritual Economics workshop
- Unity Principles Class
- Soles 4 Souls Shoe Collections 225 pairs of shoes to needy
- 2 Advisory Team members to Board Training workshop in Toledo
- First Advisory Team retreat
- 1st Annual Picnic
- Started a Building Fund
- Started our virtual prayer group on Wednesday nights

Current Events:

- We did get the matching grant! (cheer).
- Workshops were successful.
- Had lunch at the local church meeting – We will take part in the community-wide Good Friday Service at the First United Methodist Church, Friday April 2<sup>nd</sup> at 2pm.
- Masons voted to allow us to meet in temple room during the craft fair on July 4th – Moved to use temple room that day.
- Metaphysics class has begun
- Sandy Black will be speaking next week.
- Sending a group thank you for matching grant.

Financial Report:

Minister's Manse: \$589.00

Available Funds: \$1522.02

Change tithe to %5, %3, %3

Minister's manse changed to 40% of gross to comply with matching grant recommendations until such time the ministry can set a regular amount for compensation and expenses.

Youth Ministry Report:

Steve and Craig have it all set up in bags so that anyone can grab a bag and have something for the children to do.

Board Member's Reports and special reports:

Secretary Report: Lorna has a functioning printer for her Apple computers (yea!) Will be getting a replacement for her laptop.

Old Business:

Nothing significant

New Business:

- Sign in sheet suggested and implemented.
- Denny would like to help us expand our Music Ministry.
- Church picnic at Ned and Barbara's – Last Sunday in June
- Change manse to 40% to comply with grant request.
- Change procedures so that treasurer knows exactly what manse is calculated from. Motion to have manse calculated from only these three items: the tithes/donations from weekly service; the tithes and donations from outside sources; and the grant.

Motion to close - Approved

March 7, 2010 Unity of the Lakes Monthly Board of Trustee Meeting  
Minutes  
Unity of the Lakes West Branch, Michigan  
P.O. Box 206  
West Branch, MI 48661

Please note that the following minutes are being recorded on 4/14/2010, as an error was made in saving the original documents for this meeting.

Meeting Called to Order 12:10 pm

Present: Eileen Patra: founding minister, Janelle Tambling: President, Craig Barton: Treasurer, Lorna Bergman: Treasurer, Barb Falk: Member at large, Denny Troester: Member at Large, Ned Falk: member, Steve Patra: Member

Opening Prayer: Eileen Patra

Ministers Report: Eileen Patra. Eileen presented a document entitled "Current Responsibilities and Average Time Spent Weekly/" The Document was reviewed and discussed with the involvement of all present. There was clarification given to the intent of the Board in requesting the report. The main focus of the discussion was the Board members attempts to weigh using a flat rate for Pastor compensation, verses using a percentage of total gross income and the pro's and con's to each approach. An emphasis was given to the Boards member's over all goal to adequately show support to Eileen, as well as to recognize Eileen's current enrollment Status with The Unity Ubran Ministerial School to become an ordained Unity Minister. Also it was emphasized that the use of the information from the Current Responsibilities and Average Time Spent Weekly was made more from the need to document and recognize Eileen's overall commitment to the Church growth, rather than to raise any question concerning Eileen's use of time. All present acknowledges the gratitude we feel as a Board toward Eileen's efforts and visions for the church.

The was a motion to approve the ministers report. The motion was supported by all present.

Secretary's Report: Lorna presented a copy of the minutes for February 7. 2010

The Minutes were reviewed. A Motion to approve the minutes was made and was supported by all members present.

Treasures Report: Craig Barton presented the Monthly Statement of Income for February 2010. The Total income was \$2,193.81 9 of which \$217.77 is dedicated toward the building fund) The Total expenses were \$1,008.00 and Accrual balance of \$3,768.82 and Available Checking balance of \$2,549.03  
A motion was made to approve the report and was supported by all present.

New Business: Sacred Space Visioning: There was a review of updates on possible rental/ shared space possibilities. The emphasis at this time is on creating a space at our current location that reflects a Unity feel, that is inviting, and reflects an inviting space for new visitors.

A suggestion to reword the Unity of The Lakes Bylaws section 4 paragraph A, regarding voting privileges at business and annual meetings. A suggestion for review of the wording and discuss at annual meeting was made to allow feedback from a larger number of members and also allow members to consider the nature of the wording.

Denny reported information on the City of West Branch 4<sup>th</sup> of July Parade Schedule and the possible exposure the church could received during the event due to the parade route.

It was suggested to obtain specific information on Parade Schedule and route and continue exploring Church involvement in the event.

There was discussion on current officer positions and availability of current membership to fill vacant roles. All present briefly discussed their availability and envisioned ways to structure our service to the Board to optimize Church growth. A Ballot and nominations for officers was proposed for the Annual Meeting scheduled for April 4<sup>th</sup> 2010.

Old Business. There was no further discussion regarding any old business.

A motion to adjourn was made and supported by all present, Eileen gave a closing prayer.

Monthly Board of Trustee Meeting (Advisory Team)  
4-11-2010  
Unity of the Lakes West Branch, Michigan  
P.O. Box 206 West Branch, MI 48661

To: [Team@unitylakes.org](mailto:Team@unitylakes.org)

For the purpose of sending these minutes by email the minutes for the annual all membership meeting are included at the end of the regular business meeting minutes. I will provide separate hard copies at our next meeting.

Meeting was called to order: 12:40 pm

Present: Minister: Eileen Patra , Treasurer : Craig Barton, Secretary: Lorna Bergman, Member at Large: Barb Falk, Member at Large: Denny Troester, Steve Patra, Ned Falk, Carol Barton.

Opening Prayer: Eileen Patra

Ministers Report:

An update was given in regards to some of the possible spaces the church has considered for worship. At this point no further contact has been made with the church that had offered the possibility of sharing a space. Another possibility is a retail spot at 2490 1-75 business loop is for rent at \$350 a month. The space is limited and it only has one bathroom. The consensus was that space would not allow for any real additional growth. Also the VFW Hall on Greenwood Rd Skidway Lake is for sale and listed at \$60,000. A suggestion was made to continue with all possibilities in mind and continuing to make improvements to our current location.

Advertising: Some extensive time was put into advertising in the last week. Apparently an email in this regard was not received by members, so no feedback had been obtained at the time of the meeting. The Iosco County Herald and Oscoda County Herald offers a 6 month Advertisement in the Church Directory for \$165. The ad runs in both papers. A decision was made to place those ads in both papers. For the six month period.

The Gladwin County paper will run an ad in the Church Directory for \$7.00 month, which has already been placed as the price was so reasonable. This paper also allows for special articles to be placed in the section regarding church activities at no additional charge. Some discussion about the use of press releases was discussed and the effectiveness of this process with the local Ogemaw County Herald.

An advertisement on audio equipment was shared with the board. A dual CD player with mixer is being offered through Guitar Center for \$199. Denny suggested that the information be reviewed as well as our current financial obligations before voting on this purchase.

Sheryll Smith has made a donation to the church to be used for upcoming conferences. Eileen shared information on a conference in May that would allow her to train members to become chaplains. The donation would cover the cost.

Eileen also noted that the July 4<sup>th</sup> weekend Craft show that has been scheduled at the Masonic Hall was cancelled and that we would now have the hall that weekend. Denny suggested that we continue to think about having a special service that weekend as the 4<sup>th</sup> of July Parade in West Branch is very close to the Church, and that traditionally the parade is extremely well attended. Eileen suggested that we hold a special service and participate in the Church. There was unanimous support for this ideal. Denny will follow up with registration information on this event.

There was no further Discussion: The report was approved unanimously.

Treasurer Report. Craig reported that with his current system he is still able to reconcile his balance with all monies accounted for. Our income and expenses for March 2010 are”

Total Income: \$1,798.30 (\$400 of which is dedicated funds for conferences)

Total expenses \$ 1, 008.48

Ending Accrual Balance \$338.85

Available Checking Balance \$3,002.35

A copy of March 2010 Monthly Income statement will be attached to minutes for review.

There was discussion on opening an account specifically for building fund. Since National City Bank would require a fee on such an account, Craig suggested using the Citizens bank account witch is still open. Also there is a need to have Craig added onto this account.

A motion to approve the report was made, all members supported this.

Subcommittees:

\*Youth Ministry: Steve Patra and Craig Barton continue to share taking turns heading this week to week. Steve shared some material on working through the Old Testament using Unity supported material. At this time supplies are good and attendance has been improving with positive feedback from many of the youth involved.

\* Sacred Space/ Visioning Team: Craig and Carol have donated new chair cushions that are all solid colors . It is consensus that the area to focus on now is behind where Eileen presents. Several ideas where shared on ways to improve that atmosphere. We have also obtained positive comments from the visitors we had on Easter Sunday on both the service and the our ability to make the room inviting.

Old Business.

\*Radio ads, it was suggested we use the advertisement which focused on peace, as the quality and tone were more appealing,

\*Thank you notes to Kalamazoo Unity and the Association were sent.

New Business

A motion was made to have Eileen use the dedicated funds on the conference coming up that will train her on Starting Chaplin Training within our church. It was also suggested

the cost of the overnight stay be covered by UoL This was supported unanimously.

Craig requested advisory board approval to use the UoL Churches non-profit status for registration into training workshop. Craig will provide complete funding for the workshop and no cost would be incurred by UoL. The training maybe scheduled in the future relates to peace-making and conflict resolution skills.

There was unanimous support for the request from Craig, Craig will bring the skills acquired to the church through one or more workshops.

Eileen shared a Trustee Code of Ethics which all members reviewed and signed. A copy will be kept in the Secretary Files. Also A pamphlet on Guidelines for Unity Board Effectiveness was given to members for review.

An Article on the use of Contemporary Music and Prayer and Alternative Workshop Experiences in conjunction to regular Sunday Worship was shared with members.

Ned has offered to purchase the CD/ Mixer for the church.

This Section of the meeting was closed and A Call to order for all member Annual meeting was made.

4-11-2010

Annual Membership meeting. Unity of the Lakes, West Branch, MI

Unity of the Lakes West Branch, Michigan

P.O. Box 206 West Branch, MI 48661

Called to Order: 1:45 pm

Janelle has indicated to Eileen that she wishes to step down from her position as president as she is not able to commit to regular attendance at the church. This leaves the position of President and Vice President opened. There was discussion on willingness to fill the positions with those able to serve that were present at the meeting. Lorna indicated at that time that she also had reservations about taking any position and wished to step down from her secretary position due to personal reasons that she felt were too sensitive to discuss in this setting.

Lorna Bergman did indicate a willingness to stay on as a member at large. Was nominated and accepted the nomination.

Barb Falk was nominated for the president position and accepted nomination.

Denny Troester restated his desire to fill Secretary position was nominated and accepted.

Annual Financial Statement: An Annual Summary for 2009 as of December 31, 2009

Was presented with a total income of \$ 13,547.71 and total debit of \$13,547.71

This report was presented in review. An original copy is attached.

An amendment to Unity of the Lakes bylaws Section 4

paragraph A to read : To vote at any membership meeting in which the member is present. The wording was approved

2pm there was a motion to close all present approved.

May 16, 2010 Unity of the Lakes Monthly Board of Trustee Minutes  
Unity of the Lakes West Branch, Michigan  
P.O. Box 206  
West Branch, MI 48661

Present: Eileen Patra, Lorna Bergman: Barb Falk, Denny Troester, Ned Falk, Steve Patra.

Meeting Called to order: 12:38 pm

Opening Prayer: Eileen

Minutes for April 11, 2010 were reviewed and amended through Team Emails. No further corrections or changes were recommended. A motion to accept the minutes was made and was supported by all present.

Ministers Report: \* Eileen reported that she had several ideals come to her after attending the last Great Lakes Unity Youth retreat. One of the biggest areas of interest involved today's youth and their level of awareness/ Eileen believes that many youth are curious to explore spiritual thought and we need to be aware of our purpose, and presence when we interact with them. \* During the summer months Eileen will offer a class that continues exploring metaphysics. The Class will be held May 23, No Class in June, July 25, August 22. (4<sup>th</sup> Sunday). \* Details on circulation day regarding set up and organizing event still need to be addressed. The date is June 19<sup>th</sup> the same date as the City Wide Rummage Sale. \*Eileen will be meeting with the Director of the Unity School based in Detroit, she believes an individualized program may be discussed at this time, which will allow her some possible advantages in the overall pursuit of her License as a Unity Minister. There was no further discussion. The report was accepted by the members present.

Treasurer Report

Total Income: \$1,941.60 (\$867.77 dedicated)

Total expenses: \$1,916.04

Ending Accrual Balance \$3,418.41

Available Checking Balance \$3712.44

A complete record of all months financial transactions were submitted and approved by all members present.

Subcommittee: Visioning/Spiritual Space: Eileen presented information on two possible buildings available. One on the Corner of M-30 and Greenwood listed at \$45,000 and one in town by Page Street Senior Center \$115,000. Use of Microphone during services, and a growing Music Ministry have both added to attractiveness. Concerns about use of the front entrance space in the Winter for Youth ministry was discussed. (exposure to cold). Eileen again added emphasis on desire to hold vision for space.

Children's Ministry: Continued discussion on ways to get youth attending and offering educational sessions that are fun, meaningful, and capable of reaching a variety of ages. Some concern with the current gap in ages was discussed, having two older middle school students, and then younger elementary students together was discussed. Steve continues his efforts to personally invite youth.

Music Ministry: Denny reports that he is really getting the hang of the new mixer and all of its many features. He suggested setting up times for others to learn basic operations and instructions. Also Denny has begun building a library of music especially for the Church. Denny considers all of this music is considered to be the property of the Church.

#### Old Business:

Habitat for Humanity Canister: Eileen reported that the contact person that set up the donation canister is no longer with the organization. Denny has recently visited the retail store and personally talked to an assistant manager about our canister. The drive has ended and canisters have been being turned in. Denny offered to take the canister and make a count of the money, then donate it personally to Habitat. There was some discussion. A motion was made to allow Denny make this donation. A Total of \$50.19 was donated. Denny rounded the amount to \$51.00. A receipt for this donation will be given to Craig.

Banking: we still need to get names on accounts.

#### New Business:

Circulation day: Discussion regarding set-up and use of covered entrance space was made. Use of tent may depend largely on weather conditions.

Church Picnic: A flyer with direction and details is being discussed/ Ned and Bard will donate hamburgers and hotdogs. A list for potluck will be circulated. Some of the available activities were discussed such as a pond, go karts, carnival games, etc. Family members are encouraged to join us.

July 4<sup>th</sup> parade: Denny shared the entry form and details for parade. Further information on the line-up process is being requested. Time for service will be moved to 10 am this day as The line up begins at 11 am. Further organizing for this event should be done through Team emails as there are many details to discuss and just over 6 weeks to this event.

Alternative Workshop Service July 11<sup>th</sup> Eileen is proposing a workshop /service for the week following the parade/ Denny suggested using the parade as a means to advertise this event. The theme of Spiritual Freedom will be used to tie the two events together. Again there is much preparation that needs to be discussed for these very public events.

Day Camp: Eileen presented materials on running a day Camp during Two consecutive Saturdays in August. A curriculum for this is available. There was discussion in regards to developing a more complete calendar of events in light of all the projects that the church is undertaking.

there was no other business to discuss.

Closing prayer

Motion to close 1:45 pm

June 6, 2010

Unity of the Lakes Monthly Board of Trustee Minutes  
Unity of the Lakes West Branch, Michigan  
P.O. Box 206  
West Branch, MI 48661

Called to Order 1:00 pm

Present: Eileen Patra, Lorna Bergman, Denny Troester, Sheryl Smith

Opening Prayer: Eileen Patra

Review of minutes: since Sheryl has just returned after a several month absence, the minutes were reviewed and discussed/ Sheryl indicated that she will be able to review future minutes with an email. Sheryl motioned to approve, Eileen seconded, all attending supported the motion.

Minister's report: Eileen outlined the advertisements that have been renewed, the Ogemaw Herald, Both Iosco County Papers, The Houghton Lake Resorted, and Gladwin papers are all being utilized. Eileen has spoken directly with the Gladwin paper regarding a press release for our circulation day. \* Some upcoming changes to our building use were discussed. For out 4<sup>th</sup> of July Service we will be meeting in the Temple, as the Hall is being used for another event. We have gotten permission to use the building for our circulation day event. We will utilize the front entry were there is already cover as much as possible.\*A plan to address serves needs for June 13<sup>th</sup> service were discussed. Since Craig and Steve may both be absent Lorna has agreed to help out with Sunday School for the day. Denny will present the service entitled "Get on the Bus".

\*Eileen will be attending the Peoples Conference in San Diego, California during the June 13<sup>th</sup> weekend. \*Eileen outlined some of the Chaplaincy workshop materials and the various levels of chaplaincy services our church can begin to be involved with. A full presentation will be scheduled for this Fall with workshops and group discussion on developing this service for our church. By attending the workshop our church is entitled to reproduce any materials used within the handbook without concern for copyright violation. \*Eileen had met with the Director of the Unity Urban School in Detroit and is being given a variety of credit based on her experience, A detailed outline of additional areas of experience was outlined for her and an individualized study program developed. With the new program Eileen may be able to be ordained as early as May 2011. YEAH ! \* The Metaphysics class continues to meet on the last Sunday of the month, except for June in which no class is scheduled. \*Eileen had talked again with the minister who coordinates thee Christmas House, an Ogemaw County program designed to help underprivileged familiess have Christmas Gifts. There was no other discussion.

Treasurers Report: A Full report was submitted by email by Craig Barton. The report was reviewed.(May 30, 2010

Total Income: \$ 3081.90 (258.45 dedicated)

Total expenses: \$ 1879.95

Ending Accrual Balance \$ 4620.44

Available Checking Balance \$4705.31

A separate account for the purpose of the Building Fund will be opened once Craig, Barb Falk, and Eileen Patra have a chance to meet at the bank to add their signatures to the account. Denny motioned to approve the report, Eileen seconded, all present supported the motion.

#### Subcommittee Reports:

Visioning/Sacred Space: Eileen has found instructions for making room dividers out of PVC. The documents were reviewed and discussed/ Denny recommended that we involved the entire Team if we choose to make them. It could be a fun Team-building event. Eileen has priced to types of tapestry that have the Prayer of Protection. The sizes and possible use were discussed. Denny suggested we include Barb and Craig in this discussion and possibly address the motion in an online process.

Children's Ministry: We have had children attending again. Steve has left several lesson plans for this coming Sunday which has activities for a variety of ages.

Music: Denny has cataloged the current library of music.

#### Old Business

Circulation Day ads are all placed. We will also prepare for the July 4<sup>th</sup> parade and the Alternative Work Shop Service on July 11<sup>th</sup> during this event. Also a Special Team meeting for July 20<sup>th</sup> was proposed. A Email will be sent in this regard. The events for this service were outlined as followed: Burning Bowl, Labyrinth, Drumming, Carnival games.

Church Picnic: A flayer with direction and details is being discussed/ Ned and Bard will donate hamburgers and hotdogs. A list for potluck will be circulated. Some of the available activities were discussed such as a pond, go karts, carnival games, etc. Family members are encouraged to join us.

July 4<sup>th</sup> parade: Developing a individualized handout for this event was suggested that will allow us to get out detailed information on services and events. An estimate on participants and number of vehicles was discussed as part of the registration needs. Denny will turn in this registration sometime in this coming week.

#### New business:

Denny suggested ways for the Team to be involved in support for Ida, whom is currently in a rehabilitation facility. Eileen had ongoing contact with her granddaughter, and has also visited Ida twice. A suggestion of providing a lunch once Ida is released was discussed.

Motion to close: Sheryl, seconded by Eileen all present supported the motion.

Closing Prayer" Eileen

Meeting Closed 2:10 pm.

Monthly Board of Trustee Meeting (Advisory Team)  
7/11/2010  
Unity of the Lakes West Branch, Michigan  
P.O. Box 206 West Branch, MI 48661

Meeting called to order: 1pm  
Opening Prayer: Eileen Patra  
Roll Call: Sheryl Smith, Eileen Patra, Steve Patra, Naomi Falk, Barb Falk, Ned Falk, Denny Troester, Cassie McDonald.

Steve Requested that the Children's Ministry Report be moved up in the agenda. Denny made a motion to change the order on the agenda, Sheryl seconded,  
Children's Ministry on July 4<sup>th</sup> there were 5 children in attendance each helped in the decorations and participation of the July 4<sup>th</sup> Parade, On June 27 there were 8 children in attend/ Steve reported that he has had a variety of discussions with the children and due to the variety of ages and previous experience in church groups he has found using less formal lessons to be helpful. Using an open discussion format with the youth has worked out well and discussions on the Concept of church, God, have been very well received. Some review of future curriculum to help provide some structure to the open discussions were explored. Some materials needed included bible coloring books, Denny motioned to approve the report, Sheryl seconded. All in attendance were in favor.

Secretary: Everyone had the chance to review the minutes online and there were no further changes or amendments made. Barb made a motion to approve the Minutes, Sheryl seconded, all present approved. Denny did report that he has figured out his difficulty in exporting files to PDF format. Denny also reported that he has made hard copies of all minutes since he has taken the position of secretary and that in the future we will be providing hard copies the week after each meeting for review. The reason for this is that Denny may not have internet access at his new residence.

Ministers Report: A typed copy of the this report is attached to these minutes. Denny motioned to approve the report, Sheryl seconded, all present were in favor.

Treasurer Report: Craig Barton was absent today due to illness, A report was submitted and reviewed by the Team. An amendment was made to the line item Ministers Supplies in which there was an error in accounting for the Difference of \$23.30. The Total should then be \$60.28

Monthly Statement of income 6/28/2010  
Total Income \$2,211.35 (\$456.58 dedicated)  
Total Expenses: \$ 1,453.25  
Ending Accrual Balance: \$5,378.54  
Available Checking: \$4,111.02

A motion to approve the report with the above amendment was made by Eileen and Seconded by Sheryl. All present were supported the motion. A complete report is attached to these minutes.

Visioning/Sacred Space: Our rent agreement is up for renewal for the period of August 15 2010 through February 15, 2011. There are no changes in the agreement with the exception of adding an additional Date on September 11.2010 for the World Day of Prayer. Denny made a motion to accept the terms of the lease Sheryl seconded, all present were in favor.

Music Ministry: Denny continues to build a music library and has continued to use iTunes as his source for music, Denny also added he is open to anyone's personal collections and suggested a group event in which ideals for music can be shared and explored. Barb motioned to approve the report, Eileen seconded. All present supported the motion.

pg. 2 July 11<sup>th</sup> 2010 minutes

Old Business:

July 4<sup>th</sup> Parade: All present thought this was a successful event and showed interest in participating again. Several lessons were learned in our first year that should help us prepare for future involvement. Second Annual Picnic; Held June 27, 2010 was deemed a success, The children that attended (even the ones advanced in age) had a terrific time. Thanks again to Ned and Barb for hosting this event.

Announcements: Eileen is looking for Volunteers for guest speakers for September 12,2010 and a few other dates due to commitments in her internship.

The Advisory Board has openings in Vice Chairperson position.

New business. Denny discussed some concerns over retention of church members. Eileen suggested that we come up with a means to use symbolism within our church as a means of connecting to past members that are not currently attending, Beyond keeping past members in our thoughts and consciousness no further outreach was discussed. It was agreed on that continued attraction to our church is the best means of promoting what is already ours. There was no further discussion.

2:10pm Sheryl motion to adjourn, Denny seconded all present were supported the motion.

8/1/2010

Monthly Board of Trustee Meeting (Advisory Team)

Unity of the Lakes West Branch, Michigan

P.O. Box 206 West Branch, MI 48661

Called to order; 12:55pm

Present: Craig Barton, Carol Barton, Lorna Bergman, Ned Falk, Barb Falk, Eileen Patra, Sheryl Smith,

Opening Prayer: Eileen Patra

Review of Minutes: A copy of the minutes were presented. Some members had previously reviewed minutes that were sent online. Denny announced he had decided to make copies of minutes for every meeting and will turn in receipts for copy cost, although he does not want reimbursement.

Craig motioned to accept the minutes, Sheryl seconded, all present were in support.

Ministers Report: A full written report is attached. Some of the highlighted areas were :

Use of the ad liner for advertisement. Cost of 32.30 per week is higher than most other publications so it was decided to use this media for special events only. Craig volunteered to cover November 7<sup>th</sup> and 12<sup>th</sup> as a guest speaker. Denny will cover September 12. The World Day of Prayer is September 9 at 7pm. Eileen will see if we can have use of the hall at that time to hold a special event. Events for the World Day of Peace were also discussed. Eileen will also be meeting with the coordinator of the Christmas House Project this week. See attached document for a full report. Sheryl motioned to approve report Craig seconded all present were in support.

Treasurer Report; Craig reported that due to his recent absences that come continued reconciliation of out current available balance was being made. For example the matching Fund Grants had not been reported. Craig also noted that the Spirit Rising Event Offerings and expenses were labeled as such. Craig also requested some assistance on tracking the attendance for events and suggested that the function of tracking attendance appeared to be more fitting for the Secretary position. Denny requested clarification on how events were being tracked and questioned the importance of having true numbers for events as during some events people came and went throughout the event. The parade and Spirit Rising event were some examples. Denny suggested that having an event calendar in advance and having it include attendance for each event may be a way for other members to assist. Barb and Sheryl volunteered to take over this responsibility. There was no further discussion.

Monthly Statement of Income 7/31/2010

Total Income \$1424.68 (\$489.36 dedicated)

Total Expenses: \$1268.43

Ending Accrual Balance: \$5,534.79

Available Checking:\$4,941.58

A full report is attached Lorna motioned to approve, Denny Seconded all present were in support.

Subcommittee Reports:

Some continued concerns about the lack of housekeeping within our space was raised. Denny stated his view that we are guests within the space we have/ Therefore our values of having a clean and accessible space available at our command does not apply to those that we rent the space from. We are tenants and concerns about the condition of the hall should be addressed with the contact we currently have of the Masons. Many members indicated a desire to begin to assist in the process of set up by arriving 30 minutes early. It was agreed upon that this would be one method of our reclaiming our space. Also Eileen will make contact with the Masons to discuss our concern.

Children Ministry: Eileen reported that Steve has discussed the challenges of having such a variety of ages and noticeable differences in the amount of past religious education. Steve plans to explore using the 12 powers for Children as a upcoming series as an educational tools.

Old Business: A review of the Spirit Rising Event was discussed All members that participated indicated a desire to do another event like this. Denny Suggested using a time around the Fall Harvest as Center piece of the next event. October 24<sup>th</sup> was suggested with some of the events to include Pumpkin Carving, Bobbing for Apples, and other activities related to this season. All present supported this ideal/

Our next Team meeting will be September 5<sup>th</sup> 2010  
Craig motioned to close, Sheryl seconded all present were in support  
Closing Prayer.  
Meeting adjourned 2pm

9/5/2010

Monthly Board of Trustee Meeting (Advisory Team)  
Unity of the Lakes West Branch, Michigan  
P.O. Box 206 West Branch, MI 48661

Roll call: Present: Craig Barton, Carol Barton, Lorna Bergman, Ned Falk, Barb Falk, Eileen Patra, Sheryl Smith, Donna Saunders, George Searfosss Steve Patra, Paul Bergman  
Opening Prayer: Eileen Patra

Called to order: 12:10pm

Opening Prayer: Eileen Patra

Review of Minutes: Craig motioned to approve, Sheryll seconded. All in attendance were in support  
Ministers report Eileen review attached copy of ministers report. Denny motioned to approve, Lorna seconded all in attendance were in support.

- Eileen requested additional registration fee of \$55 for the Great Lakes Unity conference for Steve to attend and act as delegate for our church. Craig motioned to approve Barb seconded, all in attendance were in support.

Treasurers Report:

Monthly Statement of Income 8/31/2010

Total Income \$2,842.92 (\$615.36 dedicated)

Total Expenses: \$1,771.27

Ending Accrual Balance: \$6,066.44

Available Checking: \$5,641.43

A full report is attached with minutes. Denny motioned to approve, Lorna seconded all in attendance were in support

Visioning Subcommittee:

We have purchased a new bulletin board, People have been able to show up earlier to help with set up. Eileen commented that the help has really created a shift of energy and thanked everyone for stepping in. There was no further discussion.

Children's Ministry: Steve Reported that he has 5 different lesson plans he is currently working with depending on who shows up. Lorna commented that her kids will ask to come to church as a result of his efforts.

Music Ministry: Denny reported that Eileen had donated a variety of Discs and that he had used o few of her songs in the last service. The Library for the Church continues to grow. Denny shared that he has not cataloged the library very well and plans on addressing that issue soon. There was some discussion of whether the library is available to church members. Denny reported that he has willingness to share any or all of the music with members at no cost. Denny also announced continued willingness to help others learn basic operation of our sound equipment, There was no further discussion.

Old Business: Review of fall schedule A Schedule for the next several weeks is attached to the minutes

New Business: Use or Temple for September 12, 2010 Denny reported that there was one suggestion to hold service outside instead of using the Temple. Denny shared that he believe our weather at this time

of the year is to unpredictable to do so, and that he plans to use the space for some visual and musical presentations that would be less effective outside. Nonetheless, Denny asked for any additional thoughts as he wanted group consensus.

All members present agreed that our weather currently would not allow for outside service.

Eileen requested that we review how we administer our tithes to include those that support us. The three groups specifically that Eileen mentioned were Unity of Bay City, Unity Of Kalamazoo, and The Unity Urban School in Detroit due to their assistance with Eileen through the process of ordination. It was suggested that we support the groups on a rotating basis. Sheryll motioned that we support tithes to these three groups on a rotating basis and that for next month we tithe to the Urban School of Detroit, Craig seconded the motion all in attendance were in support.

Spiritual Cinema: Eileen requested feedback in participation with this. Carol and Craig shared that they had participated previously and had a number of DVD's they would be willing to share,

Announcement: Refer to attached Fall Schedule

Motion to close: Denny motioned to close, Lorna seconded, all present were in favor. There was a closing prayer.

The meeting adjourned at 12:45 pm

October 10, 2010

Unity of the Lakes, West Branch, Michigan  
PO Box 206, West Branch, Michigan 48661

Advisory Team Meeting:

Opening Prayer: Eileen Patra

Meeting Called to order: 12:45 pm

Present: Eileen Patra, Craig Barton, Carol Barton, Ned Falk, Barb Falk, Denny Troester

Review of Minutes: Craig made a motion to accept minutes as submitted, Barb seconded, all present supported the motion.

Ministers Report: Eileen has requested additional funding for Steve to attend the Great Lakes Regional Conference to cover a second nights stay, and attending the banquet. \$155.00 was requested. Craig made a motion to approve, Denny seconded all in attendance were in support.

Craig made a motion to change the agenda to allow for the Treasurers Report to moved up. Denny made a motion to change the agenda, Barb seconded, all present were in favor.

Craig submitted a full report that is attached:

Monthly Statement of Income

Total Income \$ 1,558.00

Total Expenses: \$ 1,401.08

Ending Accrual Balance: \$ 6,763.36

Available Checking \$ 5,686.34

Discussion: Denny discussed some concern that an account at Citizen's Bank in Skidway had a deposit made to it some months ago, without any record of the transaction. Eileen explained that the money deposited was done so through Paypal online by a member for a training event, and then the member decided to donate the monies to our building fund. The account is not used on a regular basis, but, it is the only account that allows for Paypal transactions. Eileen also discussed other advantages to keeping this account active. Denny suggested that his concern was more geared to the growing complications to our bookkeeping and suggested that the Board begin discussion of ways to consolidate accounts to make transactions easier to track. Craig concurred with Denny and added that ideally a financial committee be formed as our church grows. Also Craig noted that his term is up in April 2011, and that his Studies will have him traveling out of state on many occasions beginning in the next few months. Craig also suggested investigating investments of monies into CD's as a means to earn better interest. Discussion involving a subcommittee will continue. Also a calendar will now be used as means to track and record attendance. Denny motioned to accept Treasurers Report as submitted Barb seconded all present were in favor

Ministers Report: A complete report is attached. Some key items were

- arrangement with West Branch Regional Medical Center have been made that will allow Eileen access to the Chapel if needed for more private spiritual counseling.
  - Readings for Global Oneness Day were distributed to volunteers.
- There was no additional discussion. Craig made a motion to accept report, Barb seconded, all in attendance supported the motion.

## Subcommittees

Visioning: Two buildings were recently explored, office space by the West branch Post Office, which was not handicapped accessible, and the 7<sup>th</sup> Day Adventurous Church, whom have not returned Eileen;s message. An agreement was made for any members available to show up at 10am Sunday October 34 for Global oneness Day setup/

Children's Ministry: there was no report submitted.

Music Ministry: Denny has began to organize and catalog all music to make disc more user friendly. Also some cable ties to help keep microphone and av cable s in good condition were purchased. Denny is also looking at a more sturdy container for the CD mixer.

Denny discussed some thoughts on the initial ideal of forming subcommittees and some concerns that the same members of the board are also the subcommittee members, thus many of us are performing numerous roles and at times advisory team meetings becomes a planning committee for what are subcommittee issues.

Old Business: World Day of Prayer all whom attended felt this was a successful and powerful event. Communication with Masons, It was noted that our usual contact for the Masons was not in town on the date that the Craft show was canceled and therefor we did not have notice. Denny discussed his concerns of giving up our regular space to events that are much less consistent and that although we have proven ourselves as being responsible tenants that are needs often appear to be unaddressed.

Harvest Pumpkins activities. Ned is donating pumpkins, everyone in attendance agreed to bring in some vegetables. Also cider and donuts will be provided. Children are encouraged to attend in costume.

Announcements. A current calendar of events is attached.

Denny motion to close was made 2:00pm, Barb seconded.

Eileen led the group in a closing prayer. The meeting was adjourned

November 14, 2010  
Unity of the Lakes  
P.O. Box 206  
West Branch, MI 48661  
Team Advisory Meeting

Present: Eileen Patra, Craig Barton, Barb Falk, Denny Troester, Sheryl Smith, Ned Falk, Rebecca Ostby, Lorna Bergman  
Called to order 12:45pm  
Opening Prayer: Eileen Patra  
Review Of minutes. Sheryl made a motion to approve minutes for 10/10/10 as submitted, Lorna seconded all present were in support.

Minsters Report: ( A Full Report is attached) Eileen reviewed the highlighted areas of her attached report. One change in the date was noted under Unity Ministerial School Internship. For Eileen's last outside speaking engagement, the date should be January 30<sup>th</sup>, 2011. Denny made a motion to approve with the noted changes, Lorna seconded, all present were in support.

Treasurer Report ( A full report is attached) ~~10/31/10~~  
Total Income : \$2,639.00  
Total Expenses: \$1,604.90  
Ending Accrual Balance: \$ 7,797.46  
Available Checking: \$ 6,782.75

Craig restated concerns about his schedule for the next several months and also that his Term will be up in April 2011, but, that he would welcome the opportunity to release it earlier if there was others with the interest to take over. Denny suggested that Team members begin to go over past statements with Craig together if possible, and also suggested having a filing system on-hand available to organize and maintain not only financial statements, but, church business as a whole. Ned offered to add a lock to our existing file cabinet. Craig suggested further discussion of how records be maintained be discussed by the proposed Financial Subcommittee. The following members indicated a willingness to be part of this committee: Denny, Eileen, Ned. Craig offered to meet Sunday November 21, following Service. Eileen noted a adjustment to the Financial report: Added the Line Item of Insurance expenses as \$109.25

The change was noted. Lorna motioned to approve ~~minutes~~ with the mentioned adjustment, Sheryl seconded, all present were in favor.

#### Sub Committee Reports

Visioning: There was discussion about our now having one key to access the Masonic Hall, and that our access to the kitchen had been eliminated as the kitchen was locked. Eileen will request our group be allowed a second key with our current Mason Representative.  
Childrens Ministry: Steve reported a need for additional hanging files and ~~file~~ folders. Steve noted that 10 lesson plans are now readily available. Craig will not be able to assist in several Sundays in December and Steve also noted he will be absent most of December. There is some indication that other members have some interest in helping out with childrens ministry.

Music Ministry: Eileen noted the purchase of Kim Char Meredith CD and songbook, and also noted that the artist is allowing us to reproduce any of the music in her songbook, Eileen noted that she had used the power point of this CD at the Uniteen Retreat which has all the lyrics. Ned also voiced a desired for our church to find a pianist

Old Business:

Global Oneness Day: Eileen noted the success of using Facebook for this event and the overall response. All that participated voiced there support for the event. Steve suggested this be an annual event.

New Business:

Lorna announced the likelihood that she will be moving out of the area and will not be available for involvement on the Board.

The times and dated of Advisory Committee and Potluck were discussed. Denny motioned that the Advisory Team meeting be moved to the Second Sunday of every month, and the Potlucks remain on the first Sunday of every month. Barb supported the motion and Sheryl seconded. All present were in favor.

Eileen suggested that our group revisit the Enlightened Leaders program, and was contacted directly by the Head of this program for our Church involvement. An Application will be submitted and Eileen will email the code to our Team so we can access the sight online.

Announcements: Christmas House Times were noted as 8am to 4pm

Denny made a motion to close at 1:45 pm Lorna Seconded all present were in favor.

Eileen Closed with a closing prayer/

December 4, 2010

Unity of the Lakes, West Branch, Michigan  
PO Box 206, West Branch, Michigan 48661

Advisory Team Meeting:

Meeting Cancelled due to lack of quorum and snow emergency conditions.  
Present: Eileen Patra, Denny Troester

No business conducted