

**Unity Center of Walnut Creek**  
**Board of Trustees Meeting**  
September 25<sup>th</sup> 2008  
Location: Book Center at Unity Center.

A quorum being present the meeting was called to order by President Susan Miller at 7:04 PM

**Present:**

**Board Members:** Suzanne Perry Paige, Susan Miller, Mike McGuire, Lisa Nichols, Jan Rudolph, Deanna Early, and John Rexroat

**Minister:** Rev. David McArthur

**Advisory Board Members:** Ali True

**Absent:** Ron Salazar, Barbara Tuck Smith, Tricia Linden

**Guests:** Dan Delette

**Opening Payer** Meeting opened with prayer by Rev. David @ 7:04  
The board then read our shared agreement.

**Congregational Input** (including feedback board has received)

**Spiritual sharing:** Ali True

Spoke about her experiences in teaching the couples class.

The four relationship questions.

What is one thing that I do, that if I did not do it my life would be more wonderful?

How do I feel when I do that one thing?

What need of mine is not being met when I do that one thing?

What one thing could I like to do that would make my life more wonderful?

For October Lisa.

**Gratitude**

Karin Lefler

All staff for their work on the Volunteer Picnic.

To Rick Stober for the entire Choir for the superb work they did on the Night at the Piazza.

And to Gene Langille for his above and beyond work on the stage at the Night at the Piazza.

Rick Stober stopped by to thank the board for our support in sending he and Charlene to the Agape Music program in Los Angeles. Charlene, Rich and Kate Leland all went to the program and could hardly bring themselves to leave. An awesome experience including some legal info that is important for us to know.

Mike was thanked by John et al for all of his efforts on the weekly spiritual message. They are timely and always seem to be to the point.

### **Enhancement Focus:** .

### **Business Meeting:**

Agenda: Additions to today's agenda.

### **Routine Business:**

1. The minutes of the August regular board meeting were E-mailed to all members on August 28<sup>th</sup> and a corrected copy on September 24<sup>th</sup>. All corrections having been made, John moved that the minutes from the August meeting be accepted as corrected.

Seconded by Susan Motion passed unanimously.

2. Financial Report: Together we read our prosperity Commitment

See attached Treasurer's report.

Swing space. Suzanne, Susan, and Marion Crew are working together to find the right and perfect space for us to meet.

E-Scrip Need to carry the actual card or notify Safeway if you want it linked to your phone #. 1-877-723-3929 Tell them you want to link your phone number to E-scrip.

3. Minister's Report. See attached report(s)

Sunday Nov. 2<sup>nd</sup> Interfaith Council meeting here 7 – 9. Need a few volunteers to implement that program

That org might also support our need for swing space.

Rev David moved that we continue to support Unity of Naperville for \$250 per month.

Second by John. Motion passed Unanimously.

Capital Dev., Team work has lots going on. Swing space, Communication, financial committee.

Veronica Wolfe will head up the communication team.

Need to keep open the space for the right person to replace Ali in the leadership role of this project.

## **TITHING**

Tithes based upon net operating income for August \$3,084 -

\$ 2000 Unity Association

\$ 300 West Central Region AUC

\$ 200 Silent Unity

\$ 284 Interfaith Council

\$ 300 "Unity in Naperville" a pioneer Church started by Kitty Benson

Moved by Rev D. 2<sup>nd</sup> by John Tithing Passed Unanimously.

David also reported on the Association's stepping up into the role of an international movement.

4. President's report: See attached report.

LIA plans submitted to the city of WC. After design review and public hearings

We can begin to solicit bids from contractors.

## **Old Business:**

### **New Business:**

1. Community Action Committee Funding

- a. Barbara held a CAC meeting to elicit new volunteers. Many people interesting but not sure how to go about it. Many different ideas as to what they could do and where and when.
- b. Homeless lunch program is in transition and we are in the process of changing with it.
- c. Who makes the decision as to what we should be doing. Should the committee should be making the decision and just keeping the board apprised as to what they decide?

2. CAC funding: homeless lunches and other programs.

Fund created by the Association Reimbursement of Rev. David's Salary during his Board service. John moved that \$4,000 of this money be shifted to the CAC committee to fund social action programs. \$1,000 of this shall be used to support the Monument Crisis Center. Second by Rev. David Motion carried Unanimously.

3. Casino Royale. 10 of 14 table sponsorships sold. Also better advertising revenue than expected.

Over \$4,000 in silent auction donations so far. Now we are getting to the bitty gritty details of execution.

There being no further business the President declared the regular meeting adjourned at 9:12 PM and adjourned to an executive Session.

Discussion of Rev. David's Contract.

Adjourned the Executive session and returned to the regular meeting where the board Unanimously approved the contract as modified.

**Next Board meeting, will be October 23<sup>rd</sup> at 7:00PM**

***Preceded by dinner at 6:00 – in the YE Room or the Book Center depending upon class schedules. Always need a few folks at 5:30 to set up the tables and chairs. If you can help Please show up a little early. Barbara TS will be back as sous chef for the evening.***

Respectfully submitted

John F. Rexroat  
Secretary, Board of Trustees.



**Unity Center** — inclusive, heart-centered spirituality

1871 Geary Rd. Walnut Creek, CA 94597 • 925-937-2191 • www.unitycenter.net

Minister's Report - Rev. David McArthur  
*2008, Creating with Love*

September 25, 2008

Dear Board Members,

UCWC hosting the Interfaith Counsel Annual Meeting

- November 2, 2008 7:00 to 9:00 PM
- Gathering and visiting in the YE room
- Speaker and meeting in the Sanctuary
- Generous Unity support and care will make all welcome

Unity of Naperville

- Rev. Kitty Benson has the opportunity to renew her grant for another year.
- That grant is conditional on her receiving matching funding by a church in the amount of \$250/month. We have provided that to her for the last year. We have the opportunity to continue that support. If we do not feel that is a right step for us, she has told me how grateful she is for what we have already given and will seek another sponsor.

YE Program upcoming

- YOU's Camp Out 9/26 – 9/28
- Halloween during Annual Meeting 10/26
- Kids Fall Rally 11/7- 11/9
- Kensington Singing 12/19 6:30pm
- Making a special Christmas Gift 12/14 1-5pm YE Room
- Kids Christmas Party 12/24 2-4pm YE Room

Capital Development Team

With our decision made to proceed with the total project as a unit, our next steps are:

- COMMUNICATION - Putting together the communication package to the community and the congregation
  - Veronica is chairing this important activity
  - First communication is in this month's centerpoint
- FINANCING - Arranging financing
  - Susan Miller is chairing this team and they have begun their work
- SWING SPACE
  - Marion has checked out a number of possibilities and is actively pursuing additional options from tents to schools.
  - Suzanne is checking on the Willows center

Unity Coaching Center

- We have been continued working on the development of a professional coaching center of coaches that are committed to Unity principles.
- Rob Siedensspinner and Veronica Wolf have created an excellent proposal for us to consider at this or the following board meeting.

New Service

- I had asked Ron Salazar to expand our support to the 12 step community by setting up regular, additional Sunday services focused in those in the 12 step processed.
- Because as this was getting started, we would be out of our building, I've put it on hold. It can be part of our plans when we return.

Love in Action

- Ali True is releasing the position as our Love in Action coordinator in September. Know that Spirit is guiding us as the right person comes forward to lead our third and very successful year.

#### Adult Education (many thanks to our Adult Ed Curriculum Team)

- WE have just completed our summer classes.
- New Classes began in September. Each runs for 8 weeks.
  - Communication for Couples and Families
    - Monday – Ali True
  - The Courage to Love
    - Monday - Will Smith
  - Metaphysics of the Old Testament
    - Tuesday - Rev. Moses Sturdivant
  - The Worlds Religions
    - Wednesday – Richard Miles
  - Connecting with Your Angels
    - Thursday – Jill Shinn and Dawn Colombo

#### Special Events Completed

- August 24<sup>th</sup> – Heart Minister's Celebration
- September 5 - Costa Rica Celebration
- September 14 – Volunteer Picnic was a wonderful success!!

#### Pastoral Ministry

- Heart Ministers had their annual gathering
- They led our world day of prayer service and 11 days of unity vigil
- New Heart Minister Classes will begin this fall.

#### David's Schedule past

- September 15 to 20<sup>th</sup> – David was in the Dominican Republic for a meeting of the Board of the Association and the leaders of Unity in Latin America.
- It was an inspiration. At least 40 excited inspiring leaders who are deeply committed to Unity as a path to help others. They ended up with goals they wanted to accomplish and clear steps with committed leaders to accomplish those steps.

#### David's Schedule upcoming

- September 28<sup>th</sup> – Guest presenter Andrew Osier will be here while David and Kathryn vacation in Santa Fe, New Mexico and stock up on New Mexico Chili.
- October 3 & 4 – Asilomar retreat. David will return for our Sunday service.
- October 18<sup>th</sup> - A special all day HeartMath retreat with Rev. David and HeartMath staff is being put on primarily for our Center at the Institute of HeartMath retreat center in Boulder Creek, CA.

#### Important Board Dates

- **October 3-5 – Asilomar Retreat**
- **October 23<sup>rd</sup> – Board Meeting**
- **October 26 – Annual Membership Meeting**
- **November 7<sup>th</sup> – Auction Fundraiser**

With a grateful heart,  
Rev. David

**God's prospering, healing, harmonizing love flows freely through our Center  
and through all its people. We are greatly blessed.**



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**Treasurer’s Report – Suzanne Perry-Paige  
Meeting of September 25, 2008**

Balance Sheet as of August 31, 2008:

**The total in all Checking/ Savings was \$165,271.48. Current assets are at \$220,431.82 (including brokerage account and bookstore inventory). We ended the month with \$19,423.76 in our operating account after payment of all current bills and payroll. The Center also has substantial value in fixed assets including building, land, furniture and equipment.**

Profit & Loss – Budget v. Actual through August:

Our first eight months (66.7%) of the year have been prosperous with income through the current month at 66.2% and expenses at 64.7%. With our major fund raiser to look forward to, our year is expected to show good profit.

YTD Gross Profit (Including COGS):	Budget	\$298,615.90	66.7% of annual (8 mo)
	Actual	\$294,719.66	66.2%
YTD Expense:	Budget	\$296,329.42	66.7% of annual (8 mo)
	Actual	\$287,531.70	64.7%

Profit & Loss – Monthly Comparison

	<b>August 2008</b>	<b>Year to Date</b>
<b>Net Ordinary Income</b>	<b>(\$ 4,724.07)</b>	<b>\$ 7,187.96</b>
Total Income (5 Sundays)	\$32,421.63	308,613.49
Cost of Goods Sold	1,583.58	13,893.83
Gross Profit	30,838.05	294,719.66
<b>Expense</b>	<b>\$35,562.12</b>	<b>287,531.70</b>

Comments

The net ordinary income for August was down from July by \$6,463. July had substantial income for classes including Heartmath and Rev. David’s class. The August class income was \$3,700 less than July and class expense was \$1,100 higher. In contrast to other months with a 5<sup>th</sup> Sunday to provide a boost in giving, our SLO was \$1,700 less than in July.

Average weekly attendance in August averaged only slightly over 200 per Sunday, lower than we would like to see. The August income and attendance give us great opportunity for September to burst forward in abundance! To prove that, Spirit provided us with \$6,000 at the beginning of September from a member bequest. GIGATT!

Sent to you with love and gratitude,

Suzanne Perry-Paige



## *Unity Center of Walnut Creek*

*Susan E. Miller*  
*President, Board of Trustees*

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[unitysusanmiller@yahoo.com](mailto:unitysusanmiller@yahoo.com)

**President's Report**  
**September 25, 2008**  
**Board of Trustee's Meeting**

Dear Board Members,

Many thanks to all board members who turned out en masse to help host, along with our able staff, the UCWC Volunteer picnic. I have heard many thank words of thanks from staff members for your help.

Good News! Our LIA construction project plans were submitted to the city of Walnut Creek for Design Review Monday, September 22, 2008, by our architect, Jerri Holan! The next step will be a Public Hearing to let our surrounding community of neighbors know what we are preparing to do. The minutes from the last CDT meeting follow this report. Their next meeting is October 7, 2008 at 7:30 PM.

Marion Crew and Suzanne Perry Paige have made many contacts, gathered information and are continuing to explore our swing space options for the duration of the actual construction process which we have targeted to begin on 06APR2009. We are affirming a November/December 2009 completion.

The LIA Financial Task Force has contacted three financial possible lenders that offer favorable terms. We are currently assembling a documents package with the information that they have requested. The cover story in October's Centerpoint is a very good summary of what we will be looking at in our congregational meetings: the October 12, 2008 Town Hall meeting and the Annual Meeting on October 26, 2008.

Budget and Finance have met over the last three weeks and will have a **BALANCED BUDGET** to present to the Board at the October 23, 2008, meeting.

Casino Royale tickets are now available for sale. Please cull your individual spheres of influence and actively support ticket sales.

Tonight we will be reviewing Rev. David's new contract. I trust that you all have had a chance to take a look at it.

*Respectfully submitted,*  
*Susan E Miller, UCWC Board President*

## Capital Development Team Report

### Team Members:

*Present:*, Jack Shaffer, David McArthur, Charlene Balderston, Richard Flander, Leslie Tremaine, Jerri Holan, Jeff Cushing, Barbara Lynch, Susan Miller.

*Absent:* Javier Cortez, Rob Sedensspinner, Ron Salazar, Marion Crew.

*Guests Present:* None

### Proceedings:

◆ *Meeting called to order* at 7:31 p.m. by Chair, Jack Shaffer and an opening prayer was given by Rev. David McArthur.

◆ *Architectural Issues* presented by Architect, Jerri Holan

- There were again, no major issues presented by Jerri. She is still waiting for decisions and directions before proceeding any further.
- Susan Miller, the Board President, reported that at the last Board meeting it was decided to do the whole project instead of phasing the work. The requirements of taking out loans are being looked at in preparation for presenting the Boards decision at the Town Hall Meeting to be held on October 12, 2008.
- Jerri presented the committee with the updated floor plans for the YE building. After some discussion it was moved by Richard Flander and seconded by Barbara Lynch to accept the changes shown on the plans and to include an additional window location and to provide a concrete sidewalk around the outside stairs to connect with the walkway in the rear of the building – **Motion Passed.**
- Jerri mentioned that the arborists report looked OK. She suggested that we not remove any trees if we didn't need to as it would just entail additional costs, etc.
- There was discussion regarding the estimated salary of the Project Manager so we could enter the amount in our overall estimated budget costs.
- The Peace Wall relocation was discussed and it was decided that Jeff would advise Jerri of the number of panels involved so she could mention their being relocated but the actual relocation will be performed by Unity members themselves. It was suggested that a committee or group be pulled together to look at ideas for the Peace Wall relocation.
- "Swing Space" requirements for services, classrooms, office space, and various functions were also discussed. We are looking for available spaces in shopping centers, churches, schools, etc. Rev. David McArthur commented that if we could be ready to begin construction in April of 2009 we could have our last service at the church on April 5<sup>th</sup>. Our next service would be the Easter Service held at the Dean Leshar Center for the Arts and would be an excellent time to announce the new meeting location.

◆ *Other Business*

- Charlene asked for a clarification of HVAC requirements and design for the YE building and also suggested we consider sump pump power backup. There was a short period of discussion and it was decided that Jeff Cushing and Jerri Holan would check into the drainage parameters and gather information for further discussion at a later meeting.
- Richard Flander is planning to get married May 23, 2009. Since the Sanctuary is most likely not going to be available at that time, he is looking for a new location – any ideas?

- The **next** Capitol Development Team **meeting** day will be **October 7, 2008 at 7:30 p.m.** At this meeting we plan to prepare for presentation at the Town Hall Meeting.

◆ Meeting Adjourned at 8:50 p.m. by Chair, Jack Shaffer.

<b>Follow-up Actions</b>	<b>Person(s)</b>	<b>Date</b>
Notify Jerri Holan, Architect Of The Number Of Peace Wall Panels.	Jeff Cushing	ASAP
Gather Information On Sump Pump Backup and Drainage Parameters.	Jeff Cushing & Jerri Holan	ASAP For Meeting After October.
Submit Plans And Reports To Walnut Creek City For Design Review	Jerri Holan, Architects	By End Of September
Next Team Meeting	All Team Members	<b>Oct.7, 2008</b> – 7:30PM At Unity Center of W.C.