

Great Lakes Unity Regional Board
Meeting Minutes
Wednesday, February 21, 2018, 12:35 p.m. CT; 1:35ET

Opening –

The meeting of Great Lakes Unity Regional Board was called to order at 1:35 p.m. eastern time on February 21, 2018 via zoom video-conferencing by Kurt Condra, Vice-president.

Board Members Present:

Ray Nelson, president Kurt Condra, vice president Glenda Walden, secretary Carl Nawrot, Treasurer Tom Sylvester, LUT Rep.	Deb Hill Davis, member at large Vareta Foster, Alternate John McMahon, UWM Board liaison Not Present: Meghan Smith Brooks
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Opening Prayer: Ray Nelson offered our opening prayer.

Check-in: Board members were asked to share anything that is keeping them from being fully present and what is alive for them in this moment.

Vision / Mission / Values for the GLUR: Deb Hill Davis read the Vision/Mission/Values of the region for us.

Vision: “Awakening Oneness, we empower an evolving consciousness that spiritually transforms the world.”

Mission: We serve, build, inspire and empower ministries

Values: Committed, Empowering, Evolutionary, Integrity, Collaborative, Love

Reports:

- Secretary’s Report: Ray Nelson offered motion to accept the previous minutes. Motion seconded by Carl Nawrot. Motion carried.
- YFM Liaison Report: Meghan Smith-Brooks is on vacation.
- Regional Representative Report- There was no report provided.
- Treasurer’s Report- Carl Nawrot reviewed the financial report from the finance team. He noted that our revenue was up for January and that our spending is on par with our budget. Our balance sheet was also strong. Carl reported that last quarter’s tithes have not yet been paid out and asked the board to make a decision as to where they wanted the funds allocated. Board agreed to take care of this decision offline and to decide at next meeting a systematic ways to disburse tithes.
- Conference Team Report- Deb Hill Davis reported that the team had been innovative in re-structuring the conference schedule. There will be three presenters: Rama Inacio- Sound Healing, Dave McClure- Heart Math; Doug Duer- Conflict Management. Theme is “Growing Through Change- Here We Grow Again!” They will be sending out contracts soon and presenters have agreed to divide the budgeted presenter amount between them. Kurt Condra asked that we have a blurb ready for February with a target date of conference brochure by March to post on web. Team is also working on breaking up the Annual Business Meeting and decreasing time of reports.

- LUT Report: Tom Sylvester reported that he and Susan Heine will be calling all LUT's in the region to update contact information. He announced that he has applied for the Field Licensing Ministerial Path and received support from the board.

Old Business:

- **Drop Box-** Kurt Condra reported that his ministry is exploring the use of google docs which might be a viable solution to our dropbox issues. The administrator would be in charge of managing this information system.
- **Data Base update-** Board continues to try to reach out to members. Everyone has experienced some challenges and noted that several of the ministries seem to have closed.
- **Affiliated UWM membership-**

New Business

- **UWM Membership Report-** John McMahon was not available, but Ray Nelson reported that due to our feedback, the time slot for Regional Meetings has been added back into the People's Conference.
- **Purchase of Laptops for Treasurer and Bookkeeper-** Carl Nawrot reported on the issues with the age and functioning of current laptops. He also suggested that they identify a different security system for the laptops. We have \$2000 budgeted for laptops and Diana Repko has priced a pair for about \$1600. Carl Nawrot entered a motion that the laptops be purchased within our budgetary agreement. Glenda Walden seconded the motion. Motion carried.
- **Administrator Duties and Pay:** Ray Nelson reported that Cindi Cousineau has not had a raise since 2015. Ray Nelson reported that he has spoken with her about assuming some of the communication duties that Kurt Condra has been responsible for since his term on the board will expire in September. She is agreeable to learning the duties and has asked that we agree to pay her a flat monthly rate until she has mastered the duties and has an idea of the time commitment. Kurt Condra suggested that the job description be revised to include the communication duties.
- Discussion followed on the management of the website, e-blasts, etc. that Kurt has been doing during his terms on the board. With the transferring of these duties, the Communication Officer Liaison position on the board would then only be responsible for funneling information to the Administrator and overseeing that information is distributed. Ray Nelson reported that he is clear about what she is being paid; further information is needed before we can determine an appropriate rate increase that also includes the new duties.
- **Regional Representative Position-** Ray Nelson reported that he spoke with James Parker in January to inform him that his contract was nearing an end. James Parker stated that he had never been given a contract. Ray Nelson informed the board that he had explained to James Parker that the ending of his contract was reflected in the minutes and that the board would be reviewing the position to determine job responsibilities, accountabilities, and compensation for the position. He also made him aware that we the board would be opening the position up for applicants as soon as we have responsibilities, accountabilities, and compensation decided. Ray pointed out that at this point there has been no accountability for the Reginal Rep. position. James' only communication with the Board is only with Carl Nawrot to receive reimbursement. Several board members reported that some of the ministries have expressed concern about whether James is actually fulfilling his job duties. Part of the issue identified has been the collapsing of the roles of regional rep. and regional consultant. Carl Nawrot noted that it would be helpful to know if James has a copy of the job description or if it has been inferred.
 - Discussion followed on the difference between consultant and representative. Deb Hill Davis verbalized an understanding that these positions call for different skills. Ray Nelson

reported that his understanding is that consultants provide a service such as “Healthy Congregations”, have specific certification from UWM. The Regional Rep on the other hand sits on the standards team for UWM, taking our concerns to this team. They are also the conduit for ministers and ministries seeking support, connecting them to the resources that are available to them whether that be someone at UWM or consultant, etc. Glenda Walden proposed that GLUR only hire a Regional Rep who is then responsible for providing a list of certified consultants for those churches that need that service; allowing the ministries to then choose for themselves. And that GLUR not be responsible for providing a consultant, but rather the Regional Rep. provide support for ministers and ministries. Ray Nelson stated that when Martha Creek’s contract ended, GLUR no longer compensated consultants. However, the regional reps. continued to provide this contracted service on their own. Kurt Condra stated that his understanding of the Regional Representative is expected to step in with smaller churches who can’t afford a consultant and help them. Carl Nawrot suggested that we not only look at what the churches can afford but also what training is required. Ray Nelson suggested that it be a part of the job description that those churches who can’t afford a consultant be serves gratis” by the regional representative, because we are already paying them to do it.

- Deb Hill Davis and Glenda Walden volunteered to work together to create a proposal for a revised job description. The goal is to have the proposal ready for discussion at the March board meeting. Glenda asked that everyone e-mail her ideas about what responsibilities to include in the description.
- **Ability to Accept Web payment for YFM web classes:** Kurt Condra reported that it would be helpful to have a set amount for classes so that it is easier to manage and can then be set up on the webpage. Ray Nelson will check with Chase to clarify.
 - PayPal Account for just YFM- Carl reported that he and Diana would discuss if it is needed. Kurt Condra noted that the issue that all the funds are being dumped into one account and at times it is difficult to separate them out.
- **Preparation for Annual Budget:** Ray Nelson noted that at our FTF we cleaned up the budget and made the final decisions for it. Carl Nawrot reported that he has not yet met with the new finance committee, but plans to meet with them soon to begin work on the budget. John McMahan reported that a previous team member would put together a skeleton version of the budget based on last year’s figures and then the finance team fleshed it out before passing it on to the board. Carl Nawrot reported that he would start now on the skeleton version.
 - Points to consider
 - Are we spending our money in alignment with our mission/vision?
 - Is our YFM budget out of alignment with the actual number of ministries with youth?
 - How are we using our resources to serve underserved churches?
- **UWSI Internships:** Deb Hill Davis suggested that it would be good if GLUR could assist small ministries/students to support them having internships. Ray Nelson suggested a possible scholarship in the future and Deb Hill Davis noted that we could become creative in thinking of ways to fund it.
- **Liaison Position for At Risk Ministries:** Retired Unity Minister, Dick Heman, had a discussion with Kurt about some of the needs he is seeing with smaller churches that are in trouble. He suggested that one way we could support smaller churches is by having a designated person who would be really conscious about reaching out and connecting with churches that have fallen off the grid, not coming to conference, not participating in the region. He even thought he might volunteer for the position if it didn’t turn into a consultant type of role.

Action Items:

- March meeting agenda items:
 - creating a systematic disbursement of quarterly tithes

- Regional Rep proposal
- Kurt Condra and Deb Hill Davis to prepare Conference Blurb for February e-blast
- Carl Nawrot will explore Cindy Cousineau's rate of pay currently
- Kurt Condra and Ray Nelson will work together to revise the Administrator job description.
- Board members to e-mail Glenda suggestions for Regional Rep. job description
- Carl Nawrot to work with Diana re: YFM PayPal account
- Ray Nelson to clarify with Chase the web payment need
- Carl Nawrot to begin creating this year's budget.
- Kurt Condra to post announcement about UWSI seeking internships with churches

Adjournment

- Meeting was adjourned at 1:58ET by Ray Nelson, president. Motion to adjourn
- Next Board Meeting March 21, 2018 12:30CT/1:30ET

Minutes submitted by: Glenda P Walden, Secretary

Approved by: