

**UNITY CHURCH OF ALBANY**  
**Minutes of the Board of Trustees' Meeting**  
**February 18, 2021**

Participating in Board Meeting (via Zoom call, 6:00 PM EST): Heather Diddel, president; Dottie Frament, vice president; Karin Reinhold, treasurer; Patricia Wood, secretary; Peggy Kaufmann, trustee; Dave Ferrill, trustee; Carol Morris, alternate trustee; Rev. Roger Mock, assistant minister; Nina Forgette Corcoran, office administrator

1. **Call to Order:** The meeting was called to order at 6:08 pm.
2. **Proposed 2/18/2021 Agenda:** Approved.
3. **Minutes from 01/28/2021:** Approved.
4. **Congregant Remarks:** With the church being closed to in-person gatherings for nearly one year due to the COVID 19 pandemic, congregants are anxious to resume in-person services. Dates for conducting outdoor services are being finalized, and it is expected that this will be welcome news to the congregation. In the meantime, a re-opening task force will be doing research re current information for re-opening and related issues, and will provide updates to the Board as it deals with this issue on a going forward basis. Congregant health and safety continues to be our top priority.
5. A motion was made to move into Executive Session. M/S/V Unanimous approval.
6. **Executive Session: 6:22 – 7:01 pm.**
7. **Report from Executive Session:**

Action items:

- (1) The Board will review the current Unity Albany membership requirements to determine whether it is advisable to expand current membership criteria to be more inclusive of congregants who have other Unity education and experiences. Carol, Peggy and Dave will review current requirements and make recommendations for potential changes by March 4<sup>th</sup>.
- (2) A new membership class is planned to begin April 14<sup>th</sup>.

(3) The Board will revisit with Dan Moore Unity Albany's purchase policy.

(4) During this time of transition between our former interim minister and our next minister, the Board will be looking into working with minister consultants on a variety of different fronts. More information will be provided to the congregation as those plans take shape.

(5) Motion made and seconded to move from Executive Session back into the regular Board meeting at 7:02 pm. Vote was unanimous.

8. **Staff Reports:** Rev. Roger and Nina Forgette Corcoran provided updates.

Nina reported that she has continued to solicit bids to replace the large basement furnace. She will work with the Buildings and Grounds Ministry (Carol, Pat and Dave) to discuss options. Nina continues to work on the Church's Servant Keeper database, exploring new reporting options and functionality.

Action Item: Nina reported that Unity Albany's Annual Report for Unity Worldwide Ministries is due March 31<sup>st</sup>. Peggy and Karin will work with Nina to collect data for this report. The Tax- Exempt Status Report is also due at this time.

Roger reported that he is making progress in arranging for an inspiring roster of Sunday speakers. At this point Roger has lined up a number of Unity congregants as well as outside speakers including Daniel Nahmod, Greg Tamblyn, Joan Horgan, Rev. Jim Fuller, Rev. Steve, and more.

Regarding services for the Lenten season, Roger announced that Platform Assistants will be asked to read Lenten prayers for the six weeks of Lent. Roger and Dennis will provide the Lenten prayers.

Roger reported that he is updating the Church website. In addition, it appears that three of the Church computers need replacement or updating.

Roger also advised that, after many years of providing remarkable tech support, design, and insights, and playing a unique and pivotal role in moving Unity Albany into the 21<sup>st</sup> century in terms of its technology, Cheri and John Warren are shifting their focus; as a result, Unity Albany now needs to identify a different technology expert to provide the support the Warrens have provided for many years. We are deeply grateful for the incalculable time, attention, creativity and brilliance Cheri and John have so generously gifted us over the years, and deeply appreciate their willingness to continue to provide some level of support on a going-forward basis.

9. **Finance Report:** Karin will provide a detailed report at the next meeting, scheduled for March 4<sup>th</sup>, from 5-6:30 p.m.

10. **Adjournment:** The meeting adjourned at 8 p.m.

Respectfully submitted by Patricia Wood, secretary, Board of Trustees