

Unity of Chattanooga
Board of Trustees
Meeting Minutes

Date: December 13th, 2011

Members Present:				
Brooke King	Doug Werth	Arnie Hernandez	Jeff Sandy	Phaedra Roberts
Eva Golden				
Agenda Item	Discussion, Conclusions, Recommendations			
Opening	Brooke brought the meeting to order, and asked Rev. Doug Werth to start the meeting with prayer.			
October Meeting Minutes	The meeting notes will be reviewed at the January Meeting .			
Prosperity Report	<p><u>Financial Statements</u> <u>October Income Statement and Monthly Income Statement:</u> Positive balance in October even without our lump sum tithe. This month's expenses include; Therese Lee Streaming Host</p> <p><u>October and November Tithe Disbursement</u> \$500.00 St. Katherine's \$1000.00 Room at the Inn \$521.83 Minister's Discretionary Fund \$500.00 St. Andrews \$500.00 Association of Unity Churches</p> <p>Arnie made the motion to accept and Phaedra made the second. The financials were accepted unanimously.</p>			
Policies and Procedures	<p>Phaedra introduced the new Policies and Procedures for Conflict Resolution and Family Members working in Direct Reporting Relationships.</p> <p>Jeff Sandy made a motion to accept and Arnie made the second. The Policies and Procedure were passed unanimously.</p>			
Minister's Review	<p>Each Board member completed the review form and spoke with Doug about his accomplishments over the last year.</p> <p>It was agreed that Brooke would combine the review forms into one final form for signing by the Board of Trustees and Doug. This will become part of Doug's employee file for future reference.</p>			

	<p>Doug was offered and accepted a renewal to his contract of two years with an option for a third year.</p> <p>There was discussion about how to give Doug extra financial benefits and it was agreed that a third week of vacation would be added to his package.</p>	
	<p>Brooke will work on a new contract with some assistance from Jeff Sandy. The new contract will set out some new goals for Doug to achieve on both the personal and professional levels.</p>	
	<p>Brooke congratulated Doug on the Chaplains Program success. There was discussion about new Prayer Chaplains and the process of approval. It was agreed that the requirements needed to be increased due to the importance of the Prayer Chaplains and their ministry.</p> <p>The decision reached by the Board was to add Doug's Prayer Class to the Prayer Chaplain Training and signing of contract to the criteria to become a Prayer Chaplain. The final step to this approval agreed to by the Board was a vote by the board approving the applicant for the Prayer Chaplains.</p>	