UCUMC Board of Stewards Meeting Minutes
August 6, 2026

Board of Stewards – Member Attendance			
☒ Pastor Donnell FitzJefferies	☒ Margie Broadway, Chair	☐ Richard Robertson	☒ Mae Forbes, Lay Leader
☐ David Weynand	☒ Lisa Smith	☒ Shantel Ward	☒ John Nahm
☐ Tom House	☒ David Wright	☒ Yvonne Thompson Kponou	☒ Guest – Mitch Benson
☐ Guest	☐ Guest	☐ Guest	☐ Guest

Agenda Topic	Discussion Topic	Notes/Decisions Made	Follow-up
Loving	1. Opening Prayer – Pastor D 2. Devotional – Lisa Smith	1. Pastor D opened the Board meeting with prayer. 2. Lisa read Psalms 37:4 as the Board's devotional. This verse encourages believers to find their deepest joy, satisfaction, and fulfillment in God rather than temporary worldly things.	1. None 2. The Board to reflect on Psalms 37:4 as we proceed in life and in serving God.
Leading	1. Review/Approve July 23, 2026 Minutes - Margie 2. Items approved by email since the last meeting – Margie 3. Update on past items - Margie	1. Motion by David Wright and second by Lisa to approve the minutes of the July 23rd BoS meeting. The motion carried unanimously. 2. <u>Sanctuary Counseling Group (SCG) MOU</u>: After a general discussion of the two proposed MOU's (one by SCG and one by UCUMC) it was confirmed there would be a single MOU for the UCUMC/SCG relationship. The Board agreed the SCG-proposed MOU with an amendment addressing accident reporting to UCUMC would be the Board's recommended solution. 3. Margie noted the following updates on previously discussed items: • <u>MAP review with Staff July 28th</u>: Margie reported that the review of the 2026 UCUMC MAP with the staff went well. The staff recommended the following two modifications: 1) In the *Believe* section, specify that the term "Ministry Leaders" includes adult, youth, and children's ministry leaders. 2) In the *Belong* section add "utilizing UMC Conference resources (virtual, local libraries, and contacts)" as a creative connecting mechanism. • <u>Security Cameras Grant Submission</u>: Cynthia McCormick is on schedule to submit grant paperwork by the August 31st deadline. She is consulting with Kristi Miller as needed. • <u>2026 Internal Audit Review</u>: Completed on schedule with no major issues incurred.	1. None 2. <u>Margie and Dee</u>: Notify SCG of the Board's proposed solution and wait for SCG's response. Update the Board on progress made. 3. <u>Margie</u>: Finalize requested updates to the 2026 UCUMC Map and post on Basecamp. Keep the Board updated regarding the status of the security camera grant submission. <u>David Weynand</u>: Update the Board at a future meeting of the details of the Internal Audit Review results.

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	4. Upcoming Meetings – Margie	4. The dates, times, and locations for upcoming meetings are listed at the bottom of this document and are posted on the Basecamp calendar.	4. BoS Members: Remain aware of all upcoming meetings
Learning	1. SubSplash Update – Mitch	1. Mitch provided an update on the Subsplash implementation to date. The following topics were discussed: Recurring Gifts and Statements: Mitch reported that 21 recurring gifts totaling about $6,400 monthly are still on Realm. He's working to transition these to Subsplash while keeping Realm active until the migration is complete. The Board noted inconsistencies with giving history reports, tax statements, and Capital Campaign contributions. Mitch acknowledged that manual work will be needed address these concerns. Tracking Viewer Attendance: Mitch and the Board discussed challenges with tracking viewers across 3 different platforms - YouTube, Subsplash, and Facebook. It was noted that viewer numbers were currently being underreported due to missing Subsplash data. Mitch agreed to correct the numbers going back to when streaming started on Subsplash approximately 6-8 weeks ago. The discussion revealed that most viewers are still coming through the YouTube platform rather than the Subsplash platform. Group Management: Several UCUMC group leaders have completed the setups for their groups in SubSplash. Other leaders remain in progress with their group setups. Lack of Church Directory on SubSplash: The UCUMC website previous to SubSplash provided UCUMC with a member-accessible church directory via Realm. It was noted that the SubSplash platform does not currently support church directories for its clients. The Board and Mitch agreed there is a need for a member-accessible church directory. Potential work-around solutions include 1) giving members with a need-to-know access to a directory dashboard on SubSplash, 2) directory support to be provided by staff members when requested, 3) use of 3rd party directory solutions such as instantchurchdirectory.com ($154/year), and 4) retaining Realm ($300/month).	1. Mitch: Address the open issues discussed including recurring gifts and statements, tracking viewer attendance, group management status, and a member-accessible directory solution. Keep Margie and the Board updated regarding progress, reaching out to the Board for support as needed. Great job so far with implementing this major enhancement to UCUMC's website platform!
	2. Room Rental Change Update – Margie	2. Margie walked the Board through a chart of proposed facility rate charges that include the cost of rental via credit card. Specifically, Margie proposed adding a $5 fee for room rates under $150 and a $10 fee for room rates over $150 to cover credit card processing costs. It was noted that room rates remain different for "partner organizations" as opposed to "other groups". John moved and David Wright seconded that the Board approve the revised rates. The Board approved	2. Margie/Dee: Formally update documentation of the revised room rates. Provide examples to the Board of "partner organizations" and "other groups".

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		unanimously.	
	3. Finance Update – Shantel	3. Shantel reported that UCUMC is tracking well against the 2026 budget with year-to-date actuals exceeding budget by $18,000, though contributions are slightly below budget. The full year forecast projects $1.1 million in income and $5,000 in net income.	3. David and Shantel: Continue to monitor UCUMC's financial status on a regular basis, keeping Margie and the Board updated as needed.
	4. Marketing Team Update – Margie	4. Margie confirmed that Tori Rios had agreed to be a member of the Marketing team and that Tori would pull in additional members with the needed skills.	4. Margie: Continue to keep the Board updated with the setup and status of the Marketing team
	5. Mission Team Fund Raising – David Wright	5. It was noted that David Wright is the BoS liaison to the Missions team led by Kristi Miller. The Board agreed that the Missions team is responsible for raising its own funds. David asked if the Board would approve the Missions team conducting their annual fund raising campaign in the spring instead of the fall as in years past. The Board approved the request.	5. David Wright: Notify the Missions Team that the Board approves their request to conduct the Missions fundraising campaign in the spring.
	6. Closed Session	6. Lisa moved and Mae seconded to enter closed session. The Board agreed unanimously. Upon completion of discussions, the Board returned to open session.	6. As noted during the closed session
	7. Other topics	7. Mae reported that the Nominations committee began its deliberations in late July and is making progress on identifying interested BoS candidates. It was suggested that the Board discuss the timing of the next Called2Serve campaign at the next Board meeting.	7. Mae: Keep the Board updated regarding the progress of the Nominating Committee. Board Members: Be prepared to discuss the timing of the next Called2Serve campaign.
	8. Key Messages for weekly email - All	8. Staff birthdays and anniversaries. It was noted that Shannon Long's 5th year anniversary as head of the Week Day school is approaching.	8. Margie to finalize messages for the weekly email.
	9. Closing Prayer – Pastor D		

Upcoming Meetings:

- Thursday Sept 10th – BOS meeting 6:30 pm – 8:30 pm Zoom
- Thursday Sept 24th – BOS meeting 6:30 pm – 8:30 pm Zoom
- Monday Sept 28th – Roundtable – 6:30 pm – 8 pm Zoom