

UCUMC Board of Stewards Meeting Minutes September 10, 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
☐ Guest	☐ Guest	☐ Guest	☐ Guest

Agenda Topic	Discussion Topic	Notes/Decisions Made	Follow-up
Loving	- Opening Prayer – Pastor D - Devotional – Margie and John	- Pastor D opened the Board meeting with prayer. - Margie reminded the Board that we are entering a hectic season with schools in session, traffic increasing, and busy schedules for all. We need to support and understand one another and our fellow church members. John noted that Romans 12 verses 3 and 8 call believers to practice humility and faithfully use our unique spiritual gifts to serve the church community.	- None - The Board to reflect on Margie and John's words and Romans 12:3 and 8.
Leading	- Review/Approve August 6, 2026 Minutes - Margie - Items approved by email since the last meeting – Margie - Update on past items - Margie	- Motion by John and second by David Weynand to approve the minutes of the August 6th BoS meeting. The motion carried unanimously. - No items were approved by email since the previous Board meeting. - Margie noted the following updates on previously discussed items: <u>Sanctuary Counseling Group (SCG) MOU</u>: SCG did not agree to append their MOU with a statement indicating they would notify UCUMC of SCG-related incidents that occur at UCUMC. SCG requested an explanation as to why we needed the amendment. Margie responded to the SCG request. We are waiting to hear from SCG. In the meantime a MOU signed by both parties is in effect. <u>Security Cameras Grant Submission</u>: Cynthia McCormick submitted the grant paperwork by the August 31st deadline. Cynthia is waiting on a decision by the grant committee. <u>Marketing Team</u>: Margie announced that the following people have been named as members of the new Marketing Committee: Tori Rios, Beth	- None - None <u>Margie and BoS</u>: Margie to keep the BoS informed of SCG's decision regarding the UCUMC/SCG MOU. Once SCG's decision is known, the BoS to approve an amended MOU or consider ceasing the relationship with SCG if we cannot come to agreement on the MOU. <u>Cynthia</u>: Keep Margie and the Board informed regarding the status of the security camera grant submission.

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	4. Upcoming Meetings – Margie	Randolph, Anne Olson, Jeff Hargett, and Mitch Benson. At the team’s first meeting, a committee chairman and recorder will be selected. • <u>Missions Campaign</u>: Kristi and the UCUMC staff have scheduled the next two-week Missions campaign for the last Sunday in April and the first Sunday in May of 2027. 4. It was noted that Shannon Long’s 5 year anniversary as Director of the UCUMC Weekday School is scheduled for Sunday, September 20th at the end of service. A BoS roundtable with Shannon Long is scheduled for Monday, September 28th at 6:30 pm via Zoom. Shannon will provide an update on the Weekday School to include information about enrollment and staffing. The dates, times, and locations for upcoming meetings are listed at the bottom of this document and are posted on the Basecamp calendar.	<u>Margie</u>: Keep the Board notified of the chairman and recorder selected for the Marketing team. 4. <u>Boards Members</u>: Remain aware of all upcoming Board meetings and church events. BoS members to notify Margie of topics they would like Shannon to cover at the 9/28 roundtable.
Learning	1. BoS Planning – At a Glance - Margie 2. BoS Member Update – Margie 3. Results of 2026 Internal Audit Review and 2027 Budget update –	1. Margie noted the following upcoming BoS plans: • <u>UCUMC Town Hall</u>: Planned for Sunday, November 1st during the Sunday school hour. • <u>BoS Retreat</u>: Saturday, November 21st, Topic: 2027 Budget. • <u>UCUMC Stewardship Campaign</u> – Scheduled for November 2026. In addition, Margie walked the Board through the following draft BoS yearly agenda stored on Basecamp: <i>UCUMC-Charlotte -> Docs & Files -> Orientation and Training -> UCUMC Yearly Agenda At-A-Glance.docx</i>. The Board was impressed by the document which outlines at a high level the topics the Board should address on a month by month basis. It also lists BoS role assignments, BoS standards to be upheld, and additional agenda items that could arise during the year. The Board agreed that the following changes should be made to the current version of the document: - Move the Called2ServeCampaign to February - Move the Stewardship Campaign to November 2. Margie noted that Richard Robertson had resigned from the Board due to his pending move. 3. David Weynand walked the Board through the action plan adopted by himself (BoS Financial Rep), Reggie Enthart (UCUMC Treasurer), and Phyllis VanCleave	1. <u>Margie</u>: Update the UCUMC Yearly Agenda document on Basecamp as noted and notify the Board of changes made. 2. None 3. <u>David and BoS</u>: Vote at a future meeting whether or not to approve the suggested

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	David Weynand 4. Trustee Update – Tom/Margie	(UCUMC Finance Accountant) to address the five recommendations made by UCUMC external auditor Garrett Summers, CPA (Foard) regarding UCUMC's recently completed 2026 internal audit review. Of the five recommendations made, four items have been addressed or it has been agreed by David, Reggie and Phyllis that adequate procedures are in place. Only one item remains open with that being the suggestion that UCUMC's procurement policy be updated to require two bids for items over \$2.5K, instead of the current \$1K. Refer to <i>Basecamp UCUMC-Charlotte -> Docs & Files -> Finance -> Audit Reports -> 2026 Controls Review</i> for additional information about the recent internal audit review. Regarding the 2027 budget, David noted that it will likely be similar to the current 2026 budget and that it may not be necessary to hold a budget retreat in November. It was suggested that Jeff Hargett be contacted regarding the creation of a stewardship campaign for November with videos and content for the second and third Sunday in November. 4. Tom reported the following regarding Trustee status: - Six new mouse traps have been placed in the DC to resolve problems with mice in that building. A contractor charging \$29 a quarter may be employed to address the issue as well. - Rich Comstock to remove a cherry tree hanging over a DC fence by the end of September. - Bees have been detected in a walnut tree on church property. Jeff Hargett to help Dee research whether/how this issue might have been addressed in the past. - Ed Hyland to resolve the grease trap problem in the Worship Center kitchen. - No change in the status of the Worship Center pipe insulation problem. - Damage claim submitted to CMS for damaged UCUMC mailbox. Waiting on CMS to respond. - Trustees to talk to True Homes regarding how they will handle mail delivery to the townhomes. This will likely influence how the trustees will address the UCUMC mailbox issue. - Trustee team still needs to have UCUMC's two private fire hydrants inspected. - Information on UCUMC's door lock system is being collected. - One quote received to correct the elevator problem in the DC. A 2nd quote needs to be obtained. Shindler remains unresponsive.	change to our current procurement policy to increase two bid minimum to \$2.5K. <u>David and Shantel:</u> Continue planning for the 2027 budget and advise the Board of your recommendation regarding the need for the 11/21 Budget retreat. 4. <u>Tom:</u> Continue to keep on top of Trustee Committee status and report updates to the Board.

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	5. Other Notes	5. The following additional items were mentioned during tonight's BoS discussions: - It was suggested that in February 2027, the Board highlight a 2027 Lenten Wish List and Mission focus. The desire is to get people's hearts and minds focused on giving both time and money. - The Board to determine if we want to identify a fall 2026 laity award recipient.	5. <u>David, Shantel, and Finance Team</u>: Advise Margie and Board regarding February 2027 Lenten Wish List campaign. <u>Mae</u>: Begin planning for selection of 2026 laity award recipient. Reach out to Margie and the Board by early October regarding thoughts.
	6. Closed Session	6. Mae moved and John seconded to go into closed session. The Board agreed unanimously. Upon completion of discussions, John moved and Mae seconded to return to open session.	6. As noted during closed session.
	7. Key Messages for weekly email - All	7. Upcoming November 1 Town Hall during the Sunday school hour.	7. Margie to finalize messages for the weekly email.
	8. Closing Prayer – Pastor D		

Upcoming Meetings:

- Sunday, Sept. 20th – Shannon Long's 5 year service anniversary – Immediately after the worship service - Cafe
- Thursday Sept 24th – BOS meeting 6:30 pm – 8:30 pm - Zoom
- Monday Sept 28th – Roundtable – 6:30 pm – 8 pm – Zoom - topic: Weekday School, Shannon Long presenting