

UCB Meeting Minutes – January 2026

Jan 13, 2026, 7:00 PM – 9:03 PM • 2 hours 3 minutes.

Present - Jill Marlow, Josh Elliott, Cathy Miller, Greg Svoboda, Rosanne Smith, Gina Picoult, Paul Pendleton, Kevin Smith, Dale Leppo, Linda Blankenship, David Fike

Absent – Brett Neff, Addison Vojtush, Debbie Rudder, Dwight Caulker, Doug Wyer

Notes were taken by AI.

Purpose

UCB meeting to discuss church operations and initiatives.

Takeaways

- Dale Leppo was confirmed chairman of UCB; Jill Marlow was selected to be secretary.
- Storybook Yoga lease termination was discussed with a proposed settlement of \$3,000 and rent forgiveness.
- Media Ministry Coordinator position is still open with one new applicant to be interviewed.
- Crown Hill Cemetery plots will be sold for \$500 per plot or \$750 for two plots.
- Contemporary service budget proposed at \$1,500 for musician compensation.
- Mission trip planned to Cumberland Valley, Kentucky, departing June 22, 2026.
- Guest donation form approved with four selected charities for contributions.
- Task force on UCB handbook updates to present in March.
- Proposal for Nurture Outreach Worship (NOW) committee to organize church events.
- Quarterly updates to congregation planned to inform about UCB activities.
- Discussion on church access and security with potential solutions like electronic locks.

Confidentiality and discussions

- Confidentiality emphasized for discussions involving personnel and controversial topics.
- Discussions about painting church ceilings black were used as an example of controversial topics.
- Executive sessions are reserved for personnel discussions.

New Officers

- Paul Pendleton moved and Greg Svoboda seconded that Dale Leppo be approved as chairman and Jill Marlow as secretary
- Board Covenant forms were distributed.
- Gina Picoult moved and Kevin Smith seconded to approve the December meeting minutes. Motion passed

Devotions and rotations

- Devotions will rotate among members with Linda volunteering for February.

- Devotions are scheduled counterclockwise among members for upcoming months.

Trustees

- Kevin Smith mentioned that there is a small vacuum cleaner and Swiffer Wetjet in the Fellowship Hall
- Lockbox is located at back door. The box has a combination lock and contains a key to get into furnace room.

Crown Hill Cemetery plots

- Paul Pendleton moved to charge \$500 per plot and \$750 for two plots. Motion was seconded and passed.

Storybook Yoga lease termination

- Lease termination discussed with Julianne from Storybook Yoga.
- Julianne requested \$3,000 for moving expenses and rent forgiveness for January and February.
- Agreement proposed to offer assistance for moving of \$3,000 and rent forgiveness for January and February 2026, pending signatures and notarization.
- Gina Picoult moved to approve letter; Greg Svoboda seconded. Motion passed with one nay.

Media Ministry Coordinator

- Position advertised with four initial applicants, two withdrew, one didn't come to the interview, and one was deemed unqualified.
- One new applicant to be interviewed.
- Importance of advertising church activities highlighted.

Contemporary service budget

- Emilio proposed \$5,400 for musician compensation, reduced to \$1,500. Paul Pendleton moved to accept \$1500 compensation; Kevin Smith seconded. Motion passed with one nay.
- Additional \$1,200 from donor for music department.
- Service planned for last Sunday of each month, starting February.
- Faith Fellowship Church should be contacted to ask about their contemporary service.

Mission trip planning

- Mission trip to Cumberland Valley, Kentucky planned for June 22, 2026.
- Worker meeting scheduled for Sunday at 6:30 PM.
- Supplies typically sourced locally.

Guest donation form

- Guest donation form approved with four charities selected.
- Charities will rotate every six months.

Church access and security

- Discussion on church access with potential solutions like electronic locks.
- Concerns about key distribution and security raised.

- Electronic locks considered as a more secure option.

Nurture Outreach Worship (NOW) committee

- Proposal for NOW committee to organize church events monthly.
- Focus on nurture, outreach, and worship opportunities.
- Committee to include non-UCB members for broader participation.

Quarterly updates to congregation

- Quarterly updates planned to inform congregation about UCB activities.
- Updates to be scheduled after church services.

Action items

- **Notarize Storybook Yoga settlement agreement.**
Josh Elliott
- **Interview new applicant for Media Ministry Coordinator.**
Josh Elliott
- **Plan mission trip logistics and worker meeting.**
Paul Pendleton
- **Coordinate with Emilio on contemporary service budget allocation.**
Josh Elliott
- **Develop framework for NOW committee and recruit members.**
Josh Elliott, Rosanne Smith
- **Schedule quarterly updates to congregation.**
Josh Elliott
- **Schedule financial report explanation**
Jill Marlow
- **Revise UCB manual**
Paul Pendleton, Peggy Spraggins
- **Contact Dwight Caulker as safety check and assess his desire to continue on the UCB**
Paul Pendleton
- **Email board member contact information to board**
Jill Marlow
- **Contact Faith Fellowship church regarding contemporary service**
Cathy Miller