



2024 ANNUAL REPORT

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UOL Annual Meeting Agenda

January 26, 2025

1. Call to Order
2. Opening Prayer
3. Approval of Agenda
4. Determination of Quorum
5. Approval of Minutes from Annual Meeting on January 28, 2024
6. President's Report
7. Treasurer's Report
8. Announcement of Board Candidates
9. Approval of the New By-Laws (separate document)
10. By-Laws Waiver for 2025
11. Election of New Board Members
12. Election of Congregational Representatives for 2025 On Nominating Team
13. Congregational Representative for Finance Team
14. Recognition of 2024 Board Members
15. Closing Prayer
16. Adjourn

UOL Annual Meeting Minutes for 2024

Unity of Lawrence (UOL)
Annual Meeting January 28, 2024
In the Sanctuary following service

Members present (in person):

Kristine Hicks
Pat Collette
Sharon Dwyer
Bev Leuenberger
Pat Phillips
Lisa Miller
Theresa Melito
Gary Hedge
Diane Silver
Janet Morgenstern
Barbara Morgenstern
Robert Miller
Jerod Lyles
Nancy Leyerzapf
Amy Leyerzapf
Anne Furlong
Becky Howlett
Lynate Pettengill
Cindy Smarsh
Holly Taylor
Cathy Moreland
Bettie Wilson
Avery Wilcoxson
Phil Roger
Cheryl Miller
John Pryor
Kathy Pryor
Colleen Riley
Polly McCall
Michelle Kirk
Kelly Reiling
Bonita Yoder
Mary Kay Shobe
Doug Hinchcliff
Elaine Hinchcliff

2023 Board Members Present:

Co-President: Colleen Riley
Co-President: John Pryor
Treasurer: Kathy Pryor
Secretary: Cindy Smarsh
Cheryl Miller
Phil Roger
Lynate Pettengill

Absent: Francesca Vance

Minister of Record: Rev Jen Hutchins

Unity of Lawrence Employees Present:

Office Administrator: Cathy Moreland
Finance Director: Polly McCall
Music Director: Holly Taylor
Technical Director: Avery Wilcoxson
Housekeeper: Bettie Wilson

Absent: Sarah Freeman
Bethany Freeman
Ash Owecke
Audrey Stock

1. Call to Order Colleen Riley

2. Opening Prayer Rev Jen Hutchins

Following Rev Jen's prayer, the Minister of Record role was explained. Rev Jen spoke about her role which she sees as support to the congregation as well as a resource for answering questions about running the business of a ministry. She shared a bit about her background and personal passions, as well as her workshops, retreats, art ministry, etc.

3. Approval of Agenda

Michelle Kirk motioned to approve the agenda. Cindy Smarsh seconded. Motion carried.

4. Determination of Quorum

With over thirty members present, a quorum was established.

5. Approval of Minutes from 2023 Annual Meeting

Bonita Yoder recommended adding full names in the minutes going forward. Cheryl Miller offered a motion to approve. Kathy Pryor seconded. Motion carried.

6. President's Report Colleen Riley

Colleen Riley acknowledged the growth of the congregation, and her belief that the energy is palpable which draws people in. She acknowledged the staff's role in making a big difference in that as well. She identified various committees that have made a difference, the Speaker Committee, Care Committee, Fun Committee, Activities Committee, Outreach Committee and asked for applause for all involved in making these things possible. Then she acknowledged the 2023 Board Members and gave thanks for the work done.

7. Treasurer's Report Kathy Pryor
Polly McCall

Acknowledged Becky Howlett's efforts as she started in the Treasurer role the first half of the year, with Kathy finishing it out. Financial Policy Handbook was finished. Also acknowledged the co-presidents, John Pryor and Colleen Riley for their contribution, as well as Kris Hicks who supported the financial business of the community as well. Kathy recognized her financial errors on Page 6 which was cleared up by Polly McCall.

Polly reviewed the financials for the year. She reported the community was given a gift from the Trust of Rod Koon of nearly \$20,000 which has been put in savings at this time which gives us about ten weeks of operating expenses available. Questions were answered and other clarifications offered. She explained how the congregation practices what they preach by tithing every month. She discussed our debts and assets, income and expenses. She commended the Board for their fiscal responsibility. Then she went over the 2024 Budget, acknowledging less income due to the School of Love leaving. There is an ongoing effort to find new renters without result at this time. A line item for YOU was added, hopeful it will be utilized. She stated there are no expected changes in the expenses at this time. She explained the congregation does not need to approve the budget but we desire transparency and welcome questions.

Bonita Yoder motioned to approve the Treasurer's Report with updated yearly date with Mary Kay Shobe seconding the motion. Motion carried.

8. Announcement of Board Candidates

John Pryor

Invited congregation to look at the sheet about the candidates. Explained the need to vote on a waiver of the ByLaws to eliminate the one year of membership required to be on the Board. Polly McCall moved, Kathy Pryor seconded, and the motion carried. Discussed the ByLaws needing updated for length of terms which is in process. Kathy Pryor moved we waive the 1, 2, & 3 year term lengths to a 3 year and six year terms until updated in the ByLaws. Diane Silver seconded. Motion carried. Asked for other nominations from the crowd. None were offered.

9. Election of New Board Members

John Pryor

Presented the slate of current candidates. Votes were counted and slate was unanimously approved.

10. Elections of Congregational Representatives for 2024 Nominating Team John Pryor

John Pryor asked for a volunteer. He volunteered. Michelle Kirk motioned to approve him and Bettie Wilson seconded. Motion carried.

11. Congregational Representative for Finance Team

John Pryor

John Pryor asked for a volunteer and explained the role. No one came forth at first, but Kathy Pryor did step forward. Concern was expressed about nepotism from Bonita Yoder. Mary Kay Shobe stepped forward to volunteer. Lynate Pettengill motioned to approve and Diane Silver seconded. Motion carried.

12. Recognition of 2023 Board Members

John Pryor

Board members (old & new) were asked to come forward for a blessing from the congregation.

13. Closing Prayer

Rev Jen Hutchins

14. Adjourn

Respectfully Submitted by:
Cindy Smarsh, Secretary

From the 2024 Board President

My Dear Unity Community,

I recently looked back through my 2024 calendar and found myself reflecting on the year as your Board President. So many services. So many activities. So many ways to be together. So many meetings publicly planned and so many private ones only those involved know about. And then there were the countless numbers of phone calls, text messages, & emails. WOW!

The year was filled with opportunities to show up for one another and share in real life together. We have met together to organize, plan, discern, and grow. We have played together in a plethora of activities available throughout the year. We have sung together, prayed together, laughed together, and cried together. We have studied together. We have contemplated our lives together. We have asked the tough questions together. We have found answers together.

As you probably understand, being the Board President had its perks & was also a position I took very seriously. At times, the responsibilities felt overwhelming. Sometimes I had to say the unpopular thing no one wanted to hear or make decisions that people did not like. Yet I have been blessed to be surrounded with a wonderful Board, a dependable, talented Staff, and a large group of additional volunteers offering so much love and care to our community. No girl acts alone, that's for sure.

On that note, please enjoy the enclosed reports of several of the leaders in our community. You will see the evidence of their diligence and dedication to a positive experience for everyone.

Additionally, I want to acknowledge each of you as members for showing up, participating, being yourselves, giving, and offering who you really are to this precious place in the world we share. You make a difference just by being here. Keep coming ~ we need you!

We truly are a thriving, spiritual community, and we have more to look forward to together in this new year upon us. Be assured, a strong team of leaders is lined up eager to serve, along with our awesome staff & volunteers.

Thank you for every smile, idea, hug, support, laugh, and "yes" you gave me this year. Thank you for allowing me to attempt to lead you and support you as best I knew how in spite of myself. Thank you for understanding when I was away and couldn't always be present. An extra special thank you to those who offered me solace and listening ears when I needed to process something heavy on my heart.

Who knows what the future holds for us all? What I do know for sure is, I love our Unity community, and I look forward to another year together!

Blessings,
Cindy Smarsh

Buildings, Grounds, and Equipment

Jerod Lyles

1. Mold

A mold outbreak occurred in early April. It was investigated by Pure Maintenance of Kansas which specializes in mold remediation and air purification. The ideal resolution would have been to hire them to perform the cleanup, however the cost was too high and insurance would not cover it unless it was directly related to a leak due to storm damage. The cause was thought to have been due to humidity along with just the right conditions to allow the mold to grow. There was no sign of any leaks as the roof was inspected by both the insurance adjuster and the roofer. It was recommended by Pure Maintenance to replace the windows as part of the remediation. The total cost would have been \$25,000. Keeping the existing windows reduced the cost to \$15,000 which was still too expensive with insurance not covering any of the cost.

Ultimately, the cleanup was performed by Clean 1st LLC for approximately \$5,000. It was done the first weekend in July and so far there has been no sign of any mold returning. As a precaution, air deflectors were added to all floor registers in the sanctuary.

2. Parking Lot Repairs

The parking lot was in need of fairly significant repairs as maintenance had fallen behind. I did the repairs myself as a contractor or service would have cost thousands. Some major and medium width cracks were repaired and numerous narrow cracks were sealed with a combination of asphalt, asphalt sealer paste, liquid crack sealer and asphalt tape. The cost was approximately \$500. There will need to be annual maintenance in the summer to prevent the need to conduct major repairs. At some point the lot will need to be re-surfaced, but with good maintenance that will hopefully still be some time off in the future.

3. Downstairs Doors

Two new doors were needed downstairs. One was being replaced as part of the new space for the massage therapist. The other replaced one of the doors for the big classroom. They were white, hollow core doors with doorknobs that have key locks. They had to be cut down to fit the door jams as they are not standard dimensions. They were installed in April at an approximate cost of \$980. Barney Smith performed all the work.

4. Clogged Sewer Pipe

The sewer pipe was clogged by toilet paper. There was initial concern that it was a collapsed pipe but fortunately that was not the case. A-1 was able to free the clog using a camera cable. The pipe is original to the building and is designed for toilets with 3 gallons per flush flow rate. All toilets in the building are modern ones that use less than 3 gallons per flush. This makes the sewer pipe more prone to clogging. Signage was posted to advise people to use minimal toilet paper per flush. Contact Cathy for cost details as she was sent the invoice by A-1.

5. A/C Units

All three A/C units were inspected by A-1. One unit needed a new part. That was replaced in a separate appointment. Contact Cathy for cost details as she was sent the invoice by A-1.

6. Front Hose Bib

The hose bib out front would leak badly whenever it was turned on. It needed new packing and now has no leak. I did the work and the cost was approximately \$5.

7. Wall Spackling

There is some old water damage in the hallway with the ramps. The worst of it on the east wall was touched up with spackle. It will need formal repairs when it is time to repaint that area. Cost was approximately \$50. I did the work myself.

8. Bike Rack

A bike rack that was donated to the church was installed on the patio outside Cathy's office. Barney performed the installation. The cost was \$60.

8. Wall Air Register

One of the wall air registers in the large classroom downstairs went missing. It was replaced with a new one from Menard's. I did the work myself. Cost was between \$5 and \$10.

9. Loose Faucet Handles

The faucet handles in the upstairs bathroom are slightly loose. They are fully functional and in no danger of failing. I've tightened them twice and they loose up again shortly thereafter. May need to have A-1 take a look the next time they are out. The issue does not warrant the cost of replacement.

2025 Bathroom Remodeling

Barney (our contractor) submitted an estimate for remodeling the downstairs bathrooms. Option for metal stalls would be approximately \$9,000 and the option for wooden stalls would be about \$8,500. Original time frame was January or February. If it is decided to pursue the remodeling, it may be pushed back until finances are better known. It would take approximately two weeks during which time both downstairs bathrooms would be closed.

Chaplains

In 2024 the UOL Chaplain Team felt joy in serving the congregation and sorrow in loss. For most of the year, the team included Gail Ishmael, Holly Taylor, Diane Silver, and Bettie Wilson. Near the end of the year, our beloved Bettie was given the status of Chaplain Emeritus. On Nov. 21, we joined the congregation in mourning Bettie's loss and celebrating her transition to a new chapter of existence. During the year we also continued our normal duties of providing prayer and holding sacred space for members of the congregation after services and praying for members who requested prayer via written request and requests given to the office. We ended 2024 by working with Rev. Edna Mosher to plan and schedule training for new and returning chaplains to begin in January 2025.

Diane Silver, Chaplain Lead

In Memoriam

Two beloved members close to our hearts made their transition this year. With appreciation, we deeply miss, and we celebrate Bettie Wilson and Rev. Steffany Barton.

New Members

Unity of Lawrence celebrated the following new members in 2024: Barbara Baeuchle, Rhonda Burgess, Debra Burton, Christopher Cercy, Denise Parker, Jupiter Moon, and Tamera Murdock.

Carla Wakefield also transferred her membership to Unity of Lawrence.

Outreach

The Community Outreach Team offered coordinated support for programs, projects and individuals in our community that needed assistance, support, and loving connection.

Outreach projects for 2024:

- March- Provided and served 2 evening meals and a week of groceries for families receiving temporary shelter through Family Promise
- May- Spring Food Gathering- provided grocery items for Just Food pantry in Lawrence.
- July- Collected “Back to School” items for students in our community, which were delivered to United Way.
- October- Fall Food Gathering- provided grocery items for Just Food pantry in Lawrence.
- December- “Holiday Gift Giving”. Contributed \$475 worth of gift cards to individuals receiving services at The Willow Domestic Violence Center so that they may purchase gifts for their families. We also collected hats, socks and gloves for the Homeless Resource Center in Lawrence

Thank you all for supporting our community’s outreach efforts.

Pat Phillips and Lisa Miller

Minister of Record

“It has been an honor to serve as your Minister of Record in 2024. During my first year with the ministry, I witnessed community and leadership growth. We’ve been blessed by dynamic speakers and musicians every week. You have launched a YOU program, hosted successful fundraisers and community building events, and increased your social media presence.

One of my favorite FB post series is the volunteer spotlights. I am sure I am not alone in expressing my gratitude to all those who give in sacred service. It was an honor to get to know you better through your shared story.

When it comes to service, the UOL Board of Directors has been all in. Not only was I privy to the focused leadership of this group, but also to their compassion for one another and for this community. I fondly recall playing a team building balloon toss game during the board retreat. It served as a reminder of just how many things this group can juggle through teamwork and a bit of laughter.

I am looking forward to another year of inspiration and growth alongside this heart-centered community. Thank you.”

Rev. Jeniffer Hutchins

Staff

Once again, our staff provided dedication & service to keep our community thriving. We welcome the following new staff:

Sarah Freeman was hired to do our Social Media Marketing.

Robert Miller stepped up to be a volunteer staff member of the Sound Team.

Francesca Vance has just accepted the contractual Janitorial position.

Training for the Board

The Board Retreat was facilitated by Board President, Cindy Smarsh, at her home. A fellowship potluck was enjoyed by all, followed by several team building activities. The Board truly bonded through this experience.

2024 Activities Report

Chair: Phil Roger

“2024 has been a very active year at Unity of Lawrence. Since 2022, the Activity Committee has focused on helping in the development of a sense of community beyond the Sunday services. This past year has witnessed very notable progress toward that goal. Several new activities have been created by dedicated members of our community, fulfilling our initial intention in a very vibrant manner. The Women's Group, the Men's Circle, the Youth Group have all expanded this sense of community. The Tuesday Open Meditation continues, the drum circle has morphed into a Sound Lab, including a variety of instruments. Other musical events have been shared, as well as poetry and an Art Workshop. And we finished the year with a choir and an art auction! Consequently, we have a challenge in scheduling everything that comes our way, and yet somehow, we make it happen. As always, suggestions and requests are welcomed. We have managed to offer activities that are both enjoyable and enriching and will continue to do so.

Thanks for your support!”

Phil Roger

2024 Year End Finance Report Treasurer, Colleen Riley

Here is a brief review of our spiritual community's Fiscal picture over the year 2024.

In 2024 we projected in our budget \$139,853.71
Our total Income for 2024 was \$126,386 meeting 88% of our budget.

It is important to note the unexpected income of nearly \$20,000 from a bequest, as well as fundraisers from selling the contents of a storage unit, and the art auction provided around \$6,000 contributed to our budget in addition to our giving and rental/other income. We expended less than we anticipated primarily due to Board actions to reduce and adjust the staff.

	Year end in Comparison	
CASH	12/31/24	12/31/2023
UNB Operating Checking	4,000.00	4,000.00
Mortgage Repayment Checking	250.00	720.00
Operating Savings	10,698.78	8,246.50
Savings for Building Fund	<u>12,000.00</u>	<u>18,000.00</u>
Subtotal Cash	26,948.00	30,966.50

{Building fund difference is Primarily to Mold Remediation.}

We paid down our mortgage by \$10,000, leaving us with approximately \$154,000 owed.

Our projected budget for 2025 is \$10,000 less than last year. Please note that to meet this amount will mean committing to giving about \$10,000 more in our general contributions, as we do not expect to receive a sizable bequest to help fund our budget. Please be in prayer about what that will mean to you personally and seek to lean into a deeper lived consciousness of abundance.

There is one addition to the 2025 budget that will be a motion to add back a line item for childcare. We found that there were not the number of volunteers to take on child care that we had hoped. We want to provide that care as a congregation, and we hope to contract someone willing to provide care for \$25 a week or about \$1,200 for the year.

Yours in trust and care,
Colleen Riley, Treasurer

2024 Music Department Report

This past year has been one of consistency and growth. Our board and teams have worked together creating consistent and meaningful Sunday services and events. As Music Director, I have invited 18 individual special musicians and four musical groups to be part of our services this past year. Most of our musicians are from the Lawrence/Kansas City region with a couple of national touring guests. Unity of Lawrence receives inquiries from around the globe of musicians of all kinds hoping to connect with us. It is an honor that we have a reputation for being a music supporting community!

We concluded the year with a new, exciting chapter through the addition of our Unity of Lawrence Choir. Several of our members and congregants expressed interest in participating in the choir, and there was a very warm reception of our performances from the congregation. We have had around a dozen singers who have been able to contribute to our special music during two church services and our special candlelight Christmas Eve service. There is much gratitude for the dedication of our choir members! Special acknowledgment also to our brilliant and caring audio-visual crew, led by Avery Wilcoxson. The flow and ease of Avery and Robert's multi-tasking at services and events are top notch!

One extra-special musical highlight of the year included our 'Unity's Got Talent' show, with a wide variety of amazing talents from our congregants including instrumental performances, singing, poetry, storytelling and even fire spinning! Another aspect we have focused on this year included sound healing events. We hosted a handful, from our regional sound healers collaborative, to Jeff Klein's crystal singing bowl sessions, and sound healing with Danielle Morningstar.

Lastly, I was sponsored by the board to attend the POSI Music Empowerment Conference at Unity Village again this summer. I participated in Music Director training and experiential music ministry sessions with Rickie Byars, Denise Rosier, Blair Tabor, David Roth, Claudia Carawan, Richard Mekdeci, Sue Riley and many more talented folks from around the nation. These conferences are an extra special time for me to connect to others in my profession, but also to take time to nurture my soul at our beautiful Unity Village.

This was a strong year for our Music Department and our foundation is set for another great year! Much Gratitude to Cathy, the Board, our Worship Assistants, our Sound Crew, all our musical contributors and the congregation for making this beautiful community extra special!

With Love, Gratitude, and Excitement,

Holly Taylor, MT-BC
Music Director
Unity of Lawrence

2024 Board of Directors

Cindy Smarsh, President
Michelle Kirk, Vice President
Colleen Riley, Treasurer
Jerod Lyles, Secretary

Amy Leyerzapf, member
Joey Ostrander, member
Phil Roger, member
Francesca Vance, member

We would like to thank Colleen & Phil for completing their three-year term as Board members this year. Thank you to Francesca for her two years of Board service. Thank you also to Amy & Joey for serving this year. You all contributed to the life & love of Unity of Lawrence. May you be blessed in this new chapter in each of your lives.

2025 Nominees for the Board of Directors

As stated in the Unity of Lawrence By-laws, Section 4.4.1, any person elected to the Board of Directors must be a Member of Unity of Lawrence.

He/she will be a person who is:

- Willing to serve on the Board; endeavors to live in accord with the Jesus Christ principles of love and truth as taught by Unity.
- Furthers the work of this Ministry through his/her active interest, love, & financial support.
- Is a sincere and continuing student of Unity, conversant with its teachings.
- Has demonstrated leadership capabilities.
- Has been a member of Unity of Lawrence for at least one year; and
- Attends the annual membership meeting, or in the case of the inability to attend, has submitted a letter of willingness to accept election to the Board.

The 2024 Nominating Committee included Michelle Kirk and Joey Ostrander. John Pryor was selected to be the congregational representative and graciously advised the Board regarding new board members. The committee proposes the following slate of candidates (in alpha order):

Kris Hicks: (3-Year Term)

Kris has served numerous times on the Unity of Lawrence Board and is currently the Finance Team Congregational Member. "I know Board service will bless me with gifts that will keep me centered and focused on my highest good. ... I enjoy making connections... bringing joy where I am."

Tamera Murdock: (3-Year Term)

Tamera is involved with various ways at UOL including the choir, Women's Group, and chaplain training to increase her understanding of Unity's foundational prayer. "My background and skills would allow me to contribute to financial planning/stewardship, vision setting, and education. ... I see peace as one of Unity's (and my) core values... playing out in attention to civil discourse and inclusion."

Aaron Norris: (3-Year Term)

Aaron has extensive experience with a variety of boards and leadership roles, including Prairie Moon Waldorf School, Intellectual/Developmental Disabilities, the field of addictions, and conducting related trainings with adoptive/foster parenting. “Unity of Lawrence has always been a safe place for all people to come and find reprieve. Areas for growth ... are growing the youth programs, embodying a larger presence in the Lawrence community as a whole, and increasing our collaboration with other Unity churches.”

Denise Parker: (3-Year Term)

Denise has served on several school boards in the Lawrence area as well as the Kansas City professional community KCEFT. Key opportunities she envisions for UOL include membership growth and “continuing to be a safe haven for people who need a spiritual home and community; a place to connect to the light within and in connection with others.”

2025 Proposed By-Laws Waiver

To include Denise Parker and Tamera Murdock on the UOL Board, we must vote to waive the aspect of our by-laws that requires a board member to have been a member of UOL for at least one year.

2024 Financial Reports & 2025 Budget

See Addendum 1, 2 and 3