**Unity Center of Light**

**Search Committee for Right Physical Home**

**6:30pm, Tuesday, November 4, 2014**

**2614 Kenhill Drive, Suite 109**

Members in attendance: Willie Sutton (chair), Maurice Jackson (co-chair), Carolyn Dickerson, Sharon Duncan, and Linda Jackson Smith.

The meeting was convened by Willie Sutton, chair of the committee. Maurice Jackson provided the opening prayer.

Willie requested a volunteer to prepare meeting notes since he had been informed by Jacquie that she was unable to attend the meeting. Sharon volunteered to prepare the meeting notes.

Initial discussion centered on the viability of a very interesting property that had been brought to the committee’s attention. The key action step resulting from the discussion was the need to investigate zoning requirements for building a church on the property. Bill Ship was identified as a church member who may be able to assist on this matter.

Next, we discussed our agenda for upcoming interaction with the Board; planned for November 18th. All agreed that we should address the great questions that had been submitted by Linda via an email. It was also agreed that the following items\questions should be addressed:

* We would like to seek agreement that **before** any future actions, such as the submission of financial documents or loan inquiries between the church and any financial entity is performed, that the action is understood by and agreed upon by the following parties\contacts: Rev. Mosby, the Board of Trustees (BOT) - Mary-Frances Winters as recommended contact, the Finance Committee - Patti Anessi as recommended contact, and the Search Committee - Willie Sutton as recommended contact. Such communication will keep all parties aware of desired plans and actions, facilitate coordination and buy-in, and minimize confusion.
* Discuss the benefits of a capital campaign for the church and determine if the Board will support such a campaign. *(Note: the need to present this option to the UCL BOT for its consideration and approval was also discussed in previous meetings.)*
* As we proceed with planning and financing options the anticipated future size of the church membership will be an important factor. We therefore need input from the Board about expectations for the future growth of the church. Who is the best group\person to formulate future growth projections and by what date will estimates be available? We are seeking this guidance so that work is not duplicated and roles and responsibilities are clear.

It was recommended that the above items\questions be added to Linda’s questions such that there is one comprehensive document submitted to the BOT prior to the meeting. Our package to the Board should also include our proposed survey for the church membership and some very informative articles identified by Linda on a church’s buy vs. build decision. Linda agreed to send links pointing to the articles to the committee members.

Lastly, we reviewed and discussed the proposed Right Physical Home Survey being prepared to obtain input from the church membership. Linda led this discussion and informed us that she had received several comments via email from committee members and that input received thus far had been incorporated. A great deal of good work had been done on the survey and it was well received. All survey questions were read during the review and a few comments provided. Comments included Sharon’s suggestion to modify the question on desired church attributes to be designed so that participants can both: (a) rank approximately 10 attributes included in the question, and (b) write in any other desired attribute. The ranking approach would facilitate the consolidation and presentation of the resulting data. Carolyn commented on the need to consider the collection of survey results via hard copy for those not comfortable with an online survey. Linda agreed to continue with updates to the survey and to send another version out to committee members for further comment.

The meeting concluded at approximately 8:15pm.

Respectfully submitted,

Sharon Duncan