

East Shore UU Board of Trustees Meeting
August 9, 2020

Board of Trustees

Mary Stewart-McGovern	x	Julia Kotowski	x
Mary Mason	x	Diana Jackson	x
Shirley Hairston	x	Minna Zelch	x
Mark Guizlo	x	Clark Waite	x
Maggie Calkins	x	Minna Zelch	x

Attending

Rev Denis Letourneau Paul	x	Halcyon Domanski	x
Patrick McGovern	x		

Meeting called to order by Mary Stewart-McGovern at 1:34 pm. Rev. Denis provided reading from A Dream too Wild by Barry Andrews. Check-in of members present.

Motion made by Shirly to dispense with reading of the June 20, 2020 minutes. Diana seconded and passed. Motion made by Clark to approve the minutes of June 20, 2020. Motion seconded by Shirley. Motion passed.

Reports:

1. Chair –Report thin because Minister was (supposed to be) on vacation
2. Minister- Report sent out prior- in drop box.
3. DRE report – in dropbox. Halcyon and Minna will be reaching out to parents to make sure kids show up for events. Kids who do participate seem to be engaged. Field trip to LakeView cemetery was wonderful. Halcyon is working on getting kids emails/text number (instead of always going through parents) for communication and registration.
4. Building and Grounds- report not available. Had been hoping to move things back into office at last church clean-up day- but no one was available. Will try again.
5. Membership – Report emailed. Membership at 150. Picking dates for Chili cook off and pancake breakfast, with hopes we will be open.
6. Treasurer Report- report emailed. Electric bill seems high- Marten looking into that- may be refrigerators.
 - a. Church Mutual Insurance. Rewriting policy (it expires every 3 years). We can get background checks through them for adults working with children. House next door still not being used – they will continue to insure it as a “storage facility” with \$10,000 deductible, and special endorsement for equipment that has value. Dan Bond getting those figures.
7. Financial Secretary:
 - a. Loose offerings are low: will set it up on paypal.
 - b. St Pauly Textile- box is closed
 - c. “Other account” refers to 2019-2020 pledges that came in, in July.
 - d. PPP Infusion will stay in “other” until we are notified that the loan will become a grant.

- e. “Cleaning services” used to be custodian, now have a cleaning service, they bill by the hour. Doing a “covid” cleaning.

Motion made by Mary to approve the Financial Report as presented. Motion seconded by Maggie and Shirley. Motion passed.

- 8. Committee on Ministry. No report: will not be meeting until Aug 18th

Reviewed Action Items List

- 1) One item not completed (what membership looks like in remote environment)

New Business:

- 1. Ad Hoc Committee on restructuring
 - a. Core group of 4 has developed a proposal with overview and details. To be presented to larger group on following Tuesday 18th. Should be ready to present to congregation shortly after that.
- 2. Ad Hoc Committee on re-opening - meeting on Wednesday 12th
 - a. Asked them to discuss how to extend the season for meeting outdoors. People like the in-person gatherings on the property. Ideas: can light campfire in back, maybe a canopy/shelter, propane heater that restaurants use. Can the building be opened for small meeting in the narthex, limited to 10 people, and 1 bathroom. Julia says her daughter (in medical school) did a week of covid training, and anything indoors is still really dangerous.
 - b. Dan thinks hand sanitizer her got works well
- 3. WIFI/Church Email/Listserv upgrades and/or repairs
 - a. Need to start looking at options other than listserve (old technology). Need to get church emails fixed.
- 4. Dropbox – set up, Mary SM will do training if anyone needs it.
- 5. Paypal & Loose Offerings
 - a. Loose offering recommendations. Two new orgs: Black Lives Matter Lake County (Sept) and Geauga SOGI (family support group for LBGTO) (March)
Mary M moved to accept the recommendations from the finance committee, Mary SM seconded. Passed
 - b. Paypal doesn't let you designate different accounts. So pledge, capital, & minister's fund will be via check, and Paypal will be just for loose offerings. 100% July will go Ministers discretionary fund, stating in August loose offerings will split 50/50.
- 6. House Next Door – status – stalled due to pandemic.
 - a. Bathroom is functional. Rest of 1st floor needs work. Also a fair amount of exterior work. Lack of volunteer effort in past. Should be able to finish project within budget. Does building need to be inspected before we open? Has septic system been evaluated? Probably not. Gutters are probably the top priority.
- 7. Board Minutes/Reports – publishing in the Beacon
 - a. Where do we make committee meeting report available? Decided on Member section of the website.
- 8. Committee for Developmental Minister search – timing, process, who
 - a. Is COM the search committee- or a do we not need separate committee? According to bylaws- the COM oversees the hiring for the 1st year. Mary SM and Mary M will talk

with COM about this. Basically the process is we fill out a form with our desires and needs, and the UUA. matches us with possible developmental ministers.

Next Meeting: Sept 13 1:30

Shirley moved to adjourn, Minna seconded. Meeting Adjourned: 2:58

Action Items

Mary SM to confirm with dan bond that we received face shields

Mary SM to ask Dan about gutters and septic at white house.

Mary SM and Mary M to talk with COM at their next meeting about the development minister hiring process.

Shirley to look into Paypal for loose offerings

Shirley- talk with Laura about list-serve and email issues.

Maggie to compile July Brd notes and reports and send to Laura Solomon to post on members only section of website.

Submitted by Maggie Calkins

East Shore Unitarian Universalist Church
Kirtland, Ohio
Minister's Report to the Board of Trustees
August 9, 2020

Dear Members of the Board,

It's now five months since the last time we gathered in our sanctuary for worship. We probably all had a feeling that we would be staying at home and maintaining social distancing for a while, perhaps into the summer. But now that it seems clear it will still be a while before it is safe to gather in large groups at our churches, schools, stadiums and concert halls, the ways in which life will probably never be the same again are becoming obvious. Many of us have moved from shock to fear, through restlessness and agitation and into grieving.

The biggest challenge right now, in terms of shared ministry, is maintaining a sense of belonging to something, rather than just sharing the experience of checking out a particular set of videos on line.

It didn't feel right to take a vacation in the midst of this, as I usually do for the month of July. I stayed home, and continued to work, but reduced my hours considerably, to an average of about 25 per week. I'm grateful to Halcyon for taking the lead in so much, and to Jared Hammond, the new chair, and other members of the Worship Arts Team.

Here are my reflections on other things I worked on during the month of July.

Online Services

7/5 "Standing Up for Faith," with Bree Byrd

7/12 "Heroes and Role Models," with Bree Byrd

7/19 "The Green Triangle," with Jessie Jones

After months of assisting in this new format on these new-to-us platforms for worship, they felt confident enough to take the lead for the Facebook Live portions of our services.

It's funny. Everyone gets a little nervous before leading worship in the sanctuary. There's so much that can go wrong, on any given Sunday. But the kindness and generosity of the folks gathered creates a sense of community that transforms the pressures of merely performing. You can sense the love in the space, and that makes everything all right, no matter what happens. Going live, seeing nothing but your own face on the screen in front of you, all you can think about is how if you mess up, it won't soon be forgotten. Your mistakes will be saved for all time as a recording on the World Wide Web, where anybody can access it. This COVID format makes leading worship feel so much more like a performance. Our job, together, has been to transcend that

dynamic, and hopefully create something that makes people feel gathered in and welcomed.

I am happy to report that during August, we'll host the first of our online guest preachers, in the form of videos provided by them. Jared will be coordinating the first of those services on August 23. We'll have several throughout the year.

First Wednesday Nights

Each month, somewhere between 15 and 25 youth and adults come to FWN in the West parking lot, and each time, we record a bond of Union together shared the following Sunday in the recorded portion of the service. We haven't had a real program yet, but I'm beginning to think that having a form of worship, whatever that looks like, might be worthwhile. At first everyone was just gathering for the purpose of seeing each other in person, if only from a distance. It feels like the right time start imagining what a simple service could look like, with the limitations of physical distancing, and speaking through masks. Perhaps we could even think about actually sharing food again? And about how to keep these gatherings alive, even after the weather turns cold. Maybe we get a canopy, to keep rain and snow away?

Prayer Circle

Participation has dropped significantly, as has viewership after the fact, but the Prayer Circle remains an important method of faith grounding for those who partake. It's also been a great resource for folks during the week, to stay connected to each other, even if they aren't participating simultaneously.

Beverages and Banter

We've gathered for Beverages and Banter in the memorial garden three times now, and each time the gather is a bit bigger, but never more than five total. So far. Again, I'm thinking it would be beneficial to have a canopy so we can continue into the cold weather.

A nice benefit is that other groups have begun gathering, spurred on by B+B and RE gatherings.

Organizational Restructuring

The "Core Group" of four continues to meet each week, and now has a very detailed proposal to bring before the "Large Group" of 15. Hopefully, if no big changes are required, it will be ready to present to the Board and then the congregation.

Social Justice

Council Chair Ron Prosek decided it might be a good idea to have an Zoom "Social Justice Cafe," just to check in with each other and share thoughts about everything that's going on. Social justice concerns infuse everything from COVID to Black Lives Matter and the upcoming presidential election.

Everyone seemed to want more than to just talk, so cafes have been scheduled for every other Thursday night, and individuals and small groups have taken responsibility for supporting the food pantry at Old South, working with BLM Lake County and Worship Arts, forming study groups to learn more about countering racism, and encouraging more participation from members of the congregation.

This group is aware of and responding to a renewed interest at East Shore in dismantling racism in our nation while partnering with local organizations to meet local charitable needs.

Membership

I'm continuing to reach out to people who are joining us online. I've proposed having meetings via Zoom, but the energy just isn't the same. At the moment, I'm having a hard time imagining how online viewers can become members. But let's see how that goes.

As we keep saying, everything is changing.

Respectfully Submitted,
Rev. Denis Letourneau Paul

RE Faith Development Report to the Board

Love, Revere, Discover, Connect

EAST SHORE UNITARIAN UNIVERSALIST CHURCH

Director of RE Faith Development – Halcyon Domanski

RE Faith Development Chair – Minna Zelch

August 9, 2020

~And how is the congregation?

WORSHIP

I have edited and made the Slideshow compilations for Sunday services for July 12, 19, 26. I edited the Service for August 2 and 9. RE Faith Development will be presenting the Service on August 30, 2020.

RE FAITH DEVELOPMENT CLASSES

We are continuing this summer's program about famous UU's and people who have influenced the UU faith. We will be wrapping this class up in August. Classes will then be based on Social Justice Topics the children and teens want to learn about and the Soul Matters Curriculum. In anticipation of not meeting at Church for classes (Due to COVID 19), we will also be holding one to two field trips a month (as long as possible). This is so Faith Development remains interesting and not just one more class on Zoom for our participants. This Month's field trips will be to Lake View Cemetery and the Frank Lloyd Wright home in Oberlin. Field trip classes will be on Saturdays and Zoom Classes will be on Sundays. Only one class per week.

CIRCLE OF MOM

To Better Support our Mothers and Families RE Faith Development will be holding 2 Circle of Moms a month. One will be the second Tuesday of the month outdoors at church and the second will continue to be on the third Thursday of the month on Zoom. We will continue to hold both gatherings as long as Weather permits. Once it gets too cold to be outside the group will decide if they would like to meet indoors together-apart.

RE CLASSES OR GROUPS

Spirituality of Art

RE Class

Circle of Mom

Field trip to Lake View Cemetery

MEETINGS

Daily phone meetings with Rev Denis

Board meetings

Chaplain members of the congregation

Worship Arts Meeting

Ad-hoc opening church meeting

New Polity Structure meeting

Social Justice Meeting - twice

RE Faith Development meeting

Ministry Evaluation Meeting

OTHER

Volunteer at Old South Church food bank - twice

Worked on Safety and Security policy for RE Faith Development

First Wednesday Night

Church Outing at Strawberry Field in Cleveland Metroparks

Bon Voyage Party for Spencer McBride

Membership Committee Report

August 9, 2020

- ⊕ Our membership number is currently at 150.
- ⊕ We expect to resume New to UU classes in September or October in a Zoom-type format.
- ⊕ We will continue to work on ways to engage visitors and prospective members remotely.
- ⊕ We should be having a committee meeting in the next few weeks. We will be looking to recruit people to the Membership Committee that are more inclined to online participation in the committee and possess the skills to engage people in online formats.
- ⊕ We still plan on hosting a Pancake Breakfast sometime shortly after returning to live services. I'm going to keep putting that in here every month until we have it.
- ⊕ In addition to the ad hoc Pancake Breakfast when we return, we will be scheduling a Sunday for both the Great Chilly Chili Cook-off in February 2021 and next year's Annual Pancake Breakfast in June of 2021 at the Great Calendaring Event on Saturday, August 15th.

Respectfully submitted,

Patrick McGovern

Membership Committee Chair

EAST SHORE UNITARIAN UNIVERSALIST CHURCH

Income and Expense Statement
OPERATIONS FUND 01, July 2020

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	Current Period	Year to Date	Year to Date Budget	Annual Budget	Annual Budget Percentage
INCOME					
CONTRIBUTIONS					
PLEDGES					
Pledges 2020-2021	\$21,851.00	\$21,851.00	\$13,776.00	\$165,312.00	13.22%
LOOSE OFFERINGS					
Loose Offerings	50.00	50.00	250.00	3,000.00	1.67%
GIFTS					
General & Memorial	0.00	0.00	733.33	8,800.00	0.00%
Subtotal Contributions	21,901.00	21,901.00	14,759.33	177,112.00	12.37%
RENT					
Church Rental Misc.	0.00	0.00	100.00	1,200.00	0.00%
FUND RAISING					
Auction	0.00	0.00	500.00	6,000.00	0.00%
Art Show	0.00	0.00	83.33	1,000.00	0.00%
St. Pauly Textile	72.66	72.66	58.33	700.00	10.38%
Environmental Action Grp Amazon Smile Donations	0.00	0.00	6.67	80.00	0.00%
Subtotal Fund Raising	72.66	72.66	648.33	7,780.00	0.93%
OTHER					
Interest earned	0.86	0.86	8.33	100.00	0.86%
Other	2,182.00	2,182.00	100.00	1,200.00	181.83%
Infusion - PPP loan 2020	0.00	0.00	1,666.67	20,000.00	0.00%
Subtotal Other	2,182.86	2,182.86	1,775.00	21,300.00	10.25%
TOTAL INCOME	24,156.52	24,156.52	17,282.66	207,392.00	11.65%

EAST SHORE UNITARIAN UNIVERSALIST CHURCH

Income and Expense Statement
OPERATIONS FUND 01, July 2020

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	Current Period	Year to Date	Year to Date Budget	Annual Budget	Annual Budget Percentage
EXPENSES					
MINISTERIAL					
MINISTER					
Salary	\$3,236.88	\$3,236.88	\$2,841.87	\$34,102.38	9.49%
End of contract bonus	0.00	0.00	166.67	2,000.00	0.00%
Housing	800.00	800.00	908.14	10,897.62	7.34%
Min Health Ins Allowance	335.09	335.09	335.09	4,021.08	8.33%
Professional Expenses	0.00	0.00	375.00	4,500.00	0.00%
Pension	375.00	375.00	375.00	4,500.00	8.33%
MINISTER, OTHER EXPENSES	0.00	0.00	286.88	3,442.50	0.00%
Minister - Workers Comp	0.00	0.00	17.87	214.40	0.00%
Contract Pastoral Care	0.00	0.00	20.83	250.00	0.00%
Subtotal Minister - Workers Comp	0.00	0.00	38.70	464.40	0.00%
Ministerial Search Cte.	0.00	0.00	41.67	500.00	0.00%
Subtotal Ministerial	4,746.97	4,746.97	5,369.02	64,427.98	7.37%
ADMINISTRATION					
OFFICE EXPENSES					
Office Expenses	0.00	0.00	41.67	500.00	0.00%
Copier Expenses	99.00	99.00	191.67	2,300.00	4.30%
Postage	55.00	55.00	12.50	150.00	36.67%
Bank Fees/Supplies	0.00	0.00	25.00	300.00	0.00%
Subtotal Office Expenses	154.00	154.00	270.84	3,250.00	4.74%
SECRETARY					
Sec Compensation	742.00	742.00	861.25	10,335.00	7.18%
Sec FICA Employer Exp	56.76	56.76	65.89	790.63	7.18%
Sec Worker's Compensation	0.00	0.00	7.77	93.20	0.00%
Subtotal Secretary	798.76	798.76	934.91	11,218.83	7.12%
Subtotal Administration	952.76	952.76	1,205.75	14,468.83	6.58%
ORGANIZATION					
EXTERNAL					
UUA /CRE Prog Fund Pledge	0.00	0.00	531.67	6,380.00	0.00%
OMD Pledge	0.00	0.00	165.00	1,980.00	0.00%
Subtotal External	0.00	0.00	696.67	8,360.00	0.00%
INTERNAL					
Board Discretionary Fund	0.00	0.00	8.33	100.00	0.00%
Subtotal Organization	0.00	0.00	705.00	8,460.00	0.00%
WORSHIP					
Worship Arts	113.04	113.04	154.17	1,850.00	6.11%
Music & Musicians	0.00	0.00	166.67	2,000.00	0.00%
DO NOT USE					
Audio	0.00	0.00	8.33	100.00	0.00%
Artwork and Podium Decor	0.00	0.00	16.67	200.00	0.00%
Subtotal Do Not Use	0.00	0.00	25.00	300.00	0.00%

EAST SHORE UNITARIAN UNIVERSALIST CHURCH

Income and Expense Statement
OPERATIONS FUND 01, July 2020

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	Current Period	Year to Date	Year to Date Budget	Annual Budget	Annual Budget Percentage
Subtotal Worship	113.04	113.04	345.84	4,150.00	2.72%
REL. EDUCATION					
D R E					
DRE Compensation	1,916.67	1,916.67	1,916.67	23,000.00	8.33%
DRE FICA Employer Exp	146.62	146.62	146.63	1,759.50	8.33%
DRE Worker's Comp	0.00	0.00	13.86	166.32	0.00%
DRE Pension	124.34	124.34	191.67	2,300.00	5.41%
DRE Prof Expenses	0.00	0.00	83.33	1,000.00	0.00%
Subtotal D R E	2,187.63	2,187.63	2,352.16	28,225.82	7.75%
R E COMMITTEE					
Curriculum/Supplies	0.00	0.00	125.00	1,500.00	0.00%
Young Adults 19-25					
Teens	0.00	0.00	50.00	600.00	0.00%
Library	0.00	0.00	8.33	100.00	0.00%
Subtotal Young Adults 19-25	0.00	0.00	58.33	700.00	0.00%
Sunday Lunch					
Event Childcare	0.00	0.00	8.33	100.00	0.00%
Adult RE	0.00	0.00	12.50	150.00	0.00%
Subtotal Sunday Lunch	0.00	0.00	20.83	250.00	0.00%
Sunday child care	0.00	0.00	141.67	1,700.00	0.00%
Subtotal R E Committee	0.00	0.00	345.83	4,150.00	0.00%
Subtotal Rel. Education	2,187.63	2,187.63	2,697.99	32,375.82	6.76%
MEMBERSHIP					
MEMBERSHIP					
Membership Coordinator					
Membership Committee	0.00	0.00	41.67	500.00	0.00%
Growth Task Force					
Pancake Breakfast	0.00	0.00	0.00	50.00	0.00%
Subtotal Membership	0.00	0.00	41.67	550.00	0.00%
PROMOTION					
Publicity/Promotion	0.00	0.00	12.50	150.00	0.00%
CARE					
Journey Committee	0.00	0.00	8.33	100.00	0.00%
Pastoral Care	0.00	0.00	8.33	100.00	0.00%
Subtotal Care	0.00	0.00	16.66	200.00	0.00%
Subtotal Membership	0.00	0.00	70.83	900.00	0.00%
SOCIAL JUSTICE					
Social Justice Com	0.00	0.00	26.67	320.00	0.00%
FACILITIES					
SERVICES AND SUPPLIES					
Cleaning Service	431.25	431.25	600.00	7,200.00	5.99%
Cleaning Supplies	0.00	0.00	41.67	500.00	0.00%

EAST SHORE UNITARIAN UNIVERSALIST CHURCH

Income and Expense Statement
OPERATIONS FUND 01, July 2020

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	Current Period	Year to Date	Year to Date Budget	Annual Budget	Annual Budget Percentage
Subtotal Services And Supplies	431.25	431.25	641.67	7,700.00	5.60%
UTILITIES					
Electricity	995.21	995.21	750.00	9,000.00	11.06%
Internet & Telephone	143.71	143.71	141.67	1,700.00	8.45%
Waste Disposal Service	178.00	178.00	166.67	2,000.00	8.90%
Natural Gas	27.93	27.93	208.33	2,500.00	1.12%
Water	158.28	158.28	183.33	2,200.00	7.19%
Sewer	500.00	500.00	166.67	2,000.00	25.00%
Stormwater Management	0.00	0.00	116.67	1,400.00	0.00%
Insurance	0.00	0.00	466.67	5,600.00	0.00%
Subtotal Utilities	2,003.13	2,003.13	2,200.01	26,400.00	7.59%
BUILDING LOAN PAYMENTS					
Mortgage Payments	2,850.38	2,850.38	2,850.38	34,204.56	8.33%
Subtotal Facilities	5,284.76	5,284.76	5,692.06	68,304.56	7.74%
FACILITIES COMMITTEE					
BLDG MAINTENANCE					
Building Maintenance	2,150.00	2,150.00	200.00	2,400.00	89.58%
Security	602.50	602.50	62.50	750.00	80.33%
Equip Inspection/Fees	301.00	301.00	258.33	3,100.00	9.71%
Equipment Repair - Audio					
Pest Control	0.00	0.00	75.00	900.00	0.00%
Subtotal Bldg Maintenance	3,053.50	3,053.50	595.83	7,150.00	42.71%
GROUNDS MAINTENANCE					
Snow Plowing	0.00	0.00	445.83	5,350.00	0.00%
Lawn Mowing	0.00	0.00	0.00	200.00	0.00%
Grounds Maintenance	0.00	0.00	108.33	1,300.00	0.00%
KITCHEN					
Kitchen	0.00	0.00	12.50	150.00	0.00%
Coffee	0.00	0.00	27.50	330.00	0.00%
Subtotal Kitchen	0.00	0.00	40.00	480.00	0.00%
Subtotal Grounds Maintenance	0.00	0.00	594.16	7,330.00	0.00%
Subtotal Facilities Committee	3,053.50	3,053.50	1,189.99	14,480.00	21.09%
FINANCE					
Stewardship	0.00	0.00	41.67	500.00	0.00%
TOTAL EXPENSES	16,338.66	16,338.66	17,344.82	208,387.19	7.84%
EXCESS INCOME\EXPENSES	\$7,817.86	\$7,817.86	-\$62.16	-\$995.19	-785.56%