

EAST SHORE UNITARIAN UNIVERSALIST CHURCH
Board of Trustees Meeting Agenda
Sunday, Nov. 10, 2019-12:15 p.m.

Item	Notes
Chalice Lighting Centering Check In Agenda Updates	Centering: Board Covenant or quote Monitor: TBD Official membership count:
Secretary's Report Minutes –October 2019 Board Meeting	
Reports A. Chair B. Minister C. DRE D. Building and Grounds E. Membership F. Treasurer G. Financial Secretary H. Finance a. Capital Campaign b. Stewardship I. Committee on Ministry	
Unfinished Business/Action Plan Review (Oct 2019) Action Plan	
New Business 1. Music Program Update 2. Capital Campaign launch: Tentative date is Sunday, Dec. 8 with lunch 3. Art Show update 4. Organizational Restructuring Meeting: Sunday, Nov. 16, noon 5. Ad hoc Security committee meeting: Weds., Nov. 13 at 6:15 pm 6. Minister's contract 7. ESUUC Clean-up day, Dec. 14 at 9 am to noon 8. Upcoming events: * First Wednesday Night dinner and worship, 12/4 at 6 pm * Fahr Soup Lunch, 12/8 at noon * Theme Thursday, Awe, 12/12 at 7 pm * Great East Shore Cookie Bake-off, 12/21 at 10 am * Christmas Pageant Service, 12/22 at 10:30 am * Candlelight Service, 12/24 at 6 pm * Roaring '20s New Year's Eve Party, 12/31 at 6 pm	

Action Plan Add action items from today's meeting	
Next Meeting: Sunday, Dec. 8 12:15 p.m.	Centering: Board Covenant or quote Monitor: _____

Love, Revere, Discover, Connect

Board Chair Report

Nov. 10, 2019

The following items have been completed by the Board Chair since the October 2019 meeting:

10/2 Attended FWN at East Shore

10/5 Met with Rev. Denis to review The Special Congregational Meeting action items and develop agenda for October Board meeting. Also, called Nancy Tozer about serving on the music director search committee. She accepted.

10/6 Managed Special Congregational Meeting. Both items approved.

10/13 Lead Oct. Board meeting.

10/23 Reviewed October Board minutes and sent October Board highlights for review

10/26 Forth small group meeting

10/30 Ad Hoc security committee meeting

11/2 Cleaned windows in Narthex

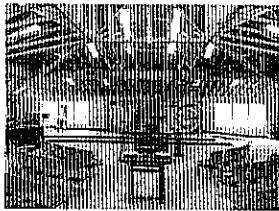
11/4 Coordinated volunteers for intake of Art Show art and helped with intake of art and setup of raffle items

11/5 Met with Rev. Denis to review November's board agenda

11/6 Attended FWN dinner and worship

11/9 Reviewed Rev. Denis' contract and sent revised version with new goals to Eric Waldman for review

11/8-11/10 Worked at the Art Show



**East Shore Unitarian Universalist Church
Kirtland, Ohio
Minister's Report to the Board of Trustees
November, 2019**

Dear Members of the Board,

October was oddly quiet and busy. While there weren't a lot of committee meetings church and events, there were a lot of informal meetings and planning going on. It was an unusual month in that it included one of my two study weeks per year, a chance for me to catch up on reading and writing, plan future worship, and dream about what's ahead. I still went to a couple of meetings and stayed on top of email and other correspondence.

Much of the time in my furlough and study weeks was devoted to planning and implementing the Kirtland Interfaith Adult Religious Education class called Dominion with the Earth, which was very successful. Each week we had 25-30 participants, and consistently East Shore folks made up about half of them. We continue to learn more about each other's faith, the similarities, and the nuances of difference as we get to know one another as congregations and individuals.

Planning music continues to take up more time than I would have expected. You never really know how easy a working relationship is with someone until they are gone. Marj and I had developed a really nice rhythm and style of communicating with each other that will take a while to replicate.

Worship Services

10/2 First Wednesday Night, "Belonging"
10/6 "In the Midst of the Trembling Giant"
10/13 "The Left Hand Church"

Committees and Working Groups

- Supervisory meetings with Director of Religious Education and Church Secretary
- Staff Meeting
- Board of Trustees
- Finance
- Committee on Ministry
- Aging Workshop planning

Church Events

- Writing for the Beacon and Listserv
- New to UU Class: History
- First Wednesday Night
- 2 Beverages + Banter gatherings
- Congregational meeting to vote on a new capital campaign
- Clean Up Day

Beyond East Shore

- Kirtland Interfaith Adult Religious Education class called "Dominion With the Earth:" 3 classes with te ministers of Old South and Community of Christ
- Meeting of ministers in the Northeast Ohio Cluster
- Faith in Your Backyard, Solon
- Commissioned lay Ministers mentor and supervisor meeting
- Lunch with UU colleagues in Cleveland Area
- Kirtland Interfaith lunch
- UU Ministers Association Continuing Ed for white male ministers

October Schedule: furlough week 11/19 - 11/25

Regular Office Hours: Tuesdays, Noon to 4:00 PM

Beverages and Banter (Community Office Hours):

- 11/13, 7-9 PM, Spirits, 3872 Erie St., Willoughby
- 11/30, 10-Noon, Luna cafe, Moreland Hills

Respectfully Submitted,
Rev. Denis Letourneau Paul

East Shore Unitarian Universalist Church
Treasurer's Report to Board
November 10, 2019

First Nat. Bank Checking Account per Bank	\$ 10,292.68
Fidelity Account	\$ 37,098.07*
Building Fund (3768)	\$ 116,412.39
Memorial Garden (1844)	\$ 17,334.31
Kluth Fund (1847)	\$ 7,933.59
Ropog Fund (1850)	\$ 6,628.68
Fahr Fund (6078)	\$ 21,223.82
Music Fund per books	\$ 3,815.00

*\$9750 Stock sale for pledge was received and not transferred to FNB account by end of month

Insurance coverage:

1. The insurance for the Church Building is 100% replacement. For the HND is 80% of replacement costs up to value of \$114K
2. Contents are insured for the church at \$323,000. \$18K for HND Contents.
3. A \$100K temporary rider is added for the Art Show. This expires at the end of the show.

The following major bills and transfers will be paid and/or completed later this month:

Illuminating Company \$750

Building fund donations were \$20 for the current and \$100 for the new. Total \$120

November 2019 mortgage payment - \$2,850.38

November 2019 payroll - \$6,750.00 (estimate)

October offerings for food Sunday and paid to Old South Church Food Pantry was \$108.00

October Loose Offerings for Forbes House totaled \$247.77.

Spectrum has been overcharging the church 79.99 for internet since August. A credit has been applied to the bill.

\$417 refund from Workers Comp from 2018-19 year was received. This was applied to our Fund account as a prior period adjustment.

Other payments and transfers were and will be for modest and routine bills.

Contracts for the repair of the Administration wing wall was signed. Work to begin week of November 11, 2019.

Contract for the HVAC has been signed and will begin November 18. This is dependent on the completion of the Wall.

Respectfully submitted,
Shirley Hairston, Treasurer

EAST SHORE UNITARIAN UNIVERSALIST CHURCH

Income and Expense Statement

Consolidated - October 2019

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	Current Period	Year to Date	Year to Date Budget	Annual Budget	Annual Budget Percentage
INCOME					
CONTRIBUTIONS					
PLEDGES					
Pledges 2018-19	\$0.00	\$1,700.00	\$0.00	\$0.00	0.00%
Pledges 2019-20	18,176.50	74,983.00	58,966.68	176,900.00	42.39%
Subtotal Pledges	18,176.50	76,683.00	58,966.68	176,900.00	43.35%
LOOSE OFFERINGS					
Loose Offerings	301.26	903.76	666.68	2,000.00	45.19%
GIFTS					
General & Memorial	145.00	1,595.00	0.00	0.00	0.00%
Subtotal Gifts	145.00	1,595.00	1,066.68	3,200.00	49.84%
Subtotal Contributions	18,622.76	79,181.76	60,700.04	182,100.00	43.48%
RENT					
Church Rental Misc.	560.00	485.00	400.00	1,200.00	40.42%
FUND RAISING					
Auction	0.00	155.00	1,666.68	5,000.00	3.10%
Art Show	0.00	0.00	0.00	2,800.00	0.00%
Rummage sale	0.00	7.25	0.00	5,600.00	0.13%
St. Pauly Textile	50.28	201.09	0.00	0.00	0.00%
Environmental Action Grp					
Amazon Smile Donations	0.00	21.81	0.00	0.00	0.00%
Night at Races	0.00	0.00	833.32	2,500.00	0.00%
Misc. Fund Raising	50.00	-210.94	200.00	600.00	-35.16%
Subtotal Environmental Action Grp	50.00	-189.13	1,033.32	3,100.00	-6.10%
Subtotal Fund Raising	100.28	174.21	2,700.00	16,500.00	1.06%
OTHER					
Interest earned	0.00	0.41	0.00	0.00	0.00%
Other	0.00	-100.70	400.00	1,200.00	-8.39%
Subtotal Other	0.00	-100.29	400.00	1,200.00	-8.36%
TOTAL INCOME	19,283.04	79,740.68	64,200.04	201,000.00	39.67%

EAST SHORE UNITARIAN UNIVERSALIST CHURCH

Income and Expense Statement

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	Current Period	Year to Date	Year to Date Budget	Annual Budget	Annual Budget Percentage
EXPENSES					
MINISTERIAL					
MINISTER					
Salary	\$0.00	\$9,710.64	\$11,367.48	\$34,102.38	28.47%
Housing	0.00	2,400.00	3,632.56	10,897.62	22.02%
Min Health Ins Allowance	0.00	1,005.27	1,340.36	4,021.08	25.00%
Professional Expenses	200.61	1,246.34	1,500.00	4,500.00	27.70%
Pension	375.00	1,500.00	1,500.00	4,500.00	33.33%
MINISTER, OTHER EXPENSES					
Minister - Workers Comp	0.00	0.00	1,147.52	3,442.50	0.00%
Contract Pastoral Care	0.00	22.95	71.48	214.40	10.70%
	0.00	0.00	83.32	250.00	0.00%
Subtotal Minister - Workers Comp	0.00	22.95	154.80	464.40	4.94%
Subtotal Ministerial	575.61	15,885.20	20,642.72	61,927.98	25.65%
ADMINISTRATION					
OFFICE EXPENSES					
Office Expenses	0.00	0.00	166.68	500.00	0.00%
Copier Expenses	109.00	738.54	800.00	2,400.00	30.77%
Postage	0.00	0.00	166.68	500.00	0.00%
Bank Fees/Supplies	0.00	0.00	150.00	450.00	0.00%
Subtotal Office Expenses	109.00	738.54	1,283.36	3,850.00	19.18%
SECRETARY					
Sec Compensation	0.00	1,871.57	3,445.00	10,335.00	18.11%
Sec FICA Employer Exp	0.00	143.18	263.56	790.63	18.11%
Sec Worker's Compensation	0.00	6.21	31.08	93.20	6.66%
Subtotal Secretary	0.00	2,020.96	3,739.64	11,218.83	18.01%
Subtotal Administration	109.00	2,759.50	5,023.00	15,068.83	18.31%
ORGANIZATION					
EXTERNAL					
UUA Prog Fund Pledge	3,190.00	3,190.00	1,466.68	4,400.00	72.50%
OMD Pledge	0.00	0.00	660.00	1,980.00	0.00%
Subtotal External	3,190.00	3,190.00	2,126.68	6,380.00	50.00%
INTERNAL					
Board Discretionary Fund	0.00	0.00	100.00	300.00	0.00%
Subtotal Organization	3,190.00	3,190.00	2,226.68	6,680.00	47.75%
WORSHIP					
Worship Arts	310.00	560.00	666.68	2,000.00	28.00%
Music & Musicians	500.00	1,018.40	666.68	2,000.00	50.92%
DO NOT USE					
Audio	0.00	0.00	33.32	100.00	0.00%
Artwork and Podium Decor	0.00	0.00	66.68	200.00	0.00%
Subtotal Do Not Use	0.00	0.00	100.00	300.00	0.00%
Subtotal Worship	810.00	1,578.40	1,433.36	4,300.00	36.71%
REL. EDUCATION					
D R E					

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DRE Compensation	0.00	5,750.01	7,666.68	23,000.00	25.00%
DRE FICA Employer Exp	0.00	439.86	586.52	1,759.50	25.00%
DRE Worker's Comp	0.00	15.49	55.44	166.32	9.31%
DRE Pension	124.34	497.36	766.68	2,300.00	21.62%
DRE Prof Expenses	0.00	0.00	333.32	1,000.00	0.00%
Subtotal D R E	124.34	6,702.72	9,408.64	28,225.82	23.75%
R E COMMITTEE					
Curriculum/Supplies	133.48	673.04	500.00	1,500.00	44.87%
Young Adults 19-25					
Teens	-100.00	13.37	200.00	600.00	2.23%
Library	0.00	49.00	16.68	50.00	98.00%
Subtotal Young Adults 19-25	-100.00	62.37	216.68	650.00	9.60%
Sunday Lunch					
Event Childcare	0.00	0.00	33.32	100.00	0.00%
Adult RE	0.00	0.00	50.00	150.00	0.00%
Subtotal Sunday Lunch	0.00	0.00	83.32	250.00	0.00%
Sunday child care	0.00	216.00	566.68	1,700.00	12.71%
Subtotal R E Committee	33.48	951.41	1,366.68	4,100.00	23.21%
Subtotal Rel. Education	157.82	7,654.13	10,775.32	32,325.82	23.68%
MEMBERSHIP					
MEMBERSHIP					
Membership Coordinator					
Membership Committee	0.00	0.00	166.68	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	166.68	550.00	0.00%
PROMOTION					
Publicity/Promotion	0.00	0.00	283.32	850.00	0.00%
CARE					
Care Committee	11.88	11.88	0.00	0.00	0.00%
Pastoral Care	0.00	0.00	33.32	100.00	0.00%
Subtotal Care	11.88	11.88	33.32	100.00	11.88%
Subtotal Membership	11.88	11.88	483.32	1,500.00	0.79%
SOCIAL JUSTICE					
Social Justice Com	0.00	0.00	106.68	320.00	0.00%
FACILITIES					
SERVICES AND SUPPLIES					
CUSTODIAN					
Custodian	552.00	2,346.00	2,568.80	7,706.40	30.44%
Cust FICA Employer Exp	0.00	0.00	196.52	589.54	0.00%
Cust Workers Comp	0.00	0.00	51.32	154.00	0.00%
Subtotal Custodian	552.00	2,346.00	2,816.64	8,449.94	27.76%
Cleaning Supplies	13.35	64.63	216.68	650.00	9.94%

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Income and Expense Statement

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	Current Period	Year to Date	Year to Date Budget	Annual Budget	Annual Budget Percentage
Subtotal Services And Supplies	565.35	2,410.63	3,033.32	9,099.94	26.49%
UTILITIES					
Electricity	1,009.67	3,682.36	2,700.00	8,100.00	45.46%
Telephone	0.00	507.59	566.68	1,700.00	29.86%
Waste Disposal Service	166.49	688.07	666.68	2,000.00	34.40%
Natural Gas	69.06	278.39	833.32	2,500.00	11.14%
Water	182.04	719.85	833.32	2,500.00	28.79%
Sewer	500.00	1,000.00	866.68	2,600.00	38.46%
Stormwater Management	0.00	0.00	666.68	2,000.00	0.00%
Insurance	0.00	5,440.00	1,733.32	5,200.00	104.62%
Subtotal Utilities	1,927.26	12,316.26	8,866.68	26,600.00	46.30%
BUILDING LOAN PAYMENTS					
Mortgage Payments	0.38	5,701.14	11,401.52	34,204.56	16.67%
Subtotal Facilities	2,492.99	20,428.03	23,301.52	69,904.50	29.22%
FACILITIES COMMITTEE					
BLDG MAINTENANCE					
Building Maintenance	37.31	37.31	666.68	2,000.00	1.87%
Security	24.50	318.00	166.68	500.00	63.60%
Equip Inspection/Fees	0.00	0.00	300.00	900.00	0.00%
Equipment Repair - Audio					
Pest Control	0.00	0.00	300.00	900.00	0.00%
Subtotal Bldg Maintenance	61.81	355.31	1,433.36	4,300.00	8.26%
GROUNDS MAINTENANCE					
Snow Plowing	0.00	0.00	0.00	4,500.00	0.00%
Lawn Mowing	0.00	481.95	100.00	200.00	240.98%
Grounds Maintenance	0.00	0.00	433.32	1,300.00	0.00%
FURNISHINGS					
	0.00	0.00	100.00	300.00	0.00%
KITCHEN					
Kitchen	0.00	91.49	83.32	250.00	36.60%
Coffee	0.00	0.00	133.32	400.00	0.00%
Subtotal Kitchen	0.00	91.49	216.64	650.00	14.08%
Subtotal Grounds Maintenance	0.00	573.44	849.96	6,950.00	8.25%
Subtotal Facilities Committee	61.81	928.75	2,283.32	11,250.00	8.26%
FINANCE					
Stewardship	0.00	0.00	233.32	700.00	0.00%
TOTAL EXPENSES	7,409.11	52,435.89	66,509.24	203,977.13	25.71%
EXCESS INCOME/EXPENSES	\$11,873.93	\$27,304.79	-\$2,309.20	-\$2,977.13	-917.15%

Membership Committee Report

November 10, 2019

- ⊕ The membership count currently stands at 154.
- ⊕ Our next New to UU class, on Theology will be held on December 1st. O
- ⊕ The Membership Committee has nearly finished it's review of the church directory and expects this years directory to be published and available no later than Sunday, November 24th.
- ⊕ The next Membership Committee meeting will be held on Wednesday, November 20th at 6 P.M. All church members are welcome to attend.

Respectfully submitted,

Pat McGovern, Membership Committee Chair