

East Shore Unitarian Universalist Church

Minutes of Board of Trustees Meeting

September 14, 2014

The regular meeting of the East Shore Unitarian Universalist Church Board of Trustees was called to order at 12:12 p.m. on Sunday, September 14, 2014, at East Shore Unitarian Universalist Church, the Board Chair presiding and the Secretary being present.

Present: Jason McCann, Pat McGovern, Rochelle Luckwitz, Kristine Burkwood, Halcyon Domanski, Mary Bender, Nancy Tozer, Dick Hurwitz, Justin Simons and Rev. Denis Letourneau Paul.

Absent: Maggie Calkins.

Guests: Lynne Killgore and David Michel.

Justin Simons read "A Lifelong Sharing" from Mother Teresa for centering and the chalice was lit.

Secretary's Report:

A motion was made by Jason McCann to accept the minutes of the August 10, 2014 meeting as amended. The motion was seconded and passed unanimously.

Secretary Pat McGovern read letters of thanks into the record from National Peace Academy, dated July 29, 2014, for our contribution of \$194.75 and from The Family Planning Association of Northeast Ohio, Inc., dated August 19, 2014, for our contribution of \$230.00. Both contributions were derived from Sunday offering splits.

Reports:

A – Chair:

Report attached.

B – Minister:

Report attached.

C – Religious Education

Report attached.

D – Membership Committee

October 5 will be the New Member Welcoming Service. Membership currently stands at 203.

E – Treasurer

Report attached.

F – Financial Secretary

Report attached.

G – Finance Committee

Some items will be discussed in Unfinished Business and New Business.

Unfinished Business

1 – Open Committee Chairs

We are still looking for a Social Justice Chairperson. Nancy Tozer reports that an appointment recommendation for the Stewardship Committee is imminent and that Ken and Dorothy Lemmey will return as Auction Co-chairs and are looking for persons that they can groom to succeed them.

2 – Entry Security

Discussion tabled.

3 – HVAC Quote Update

The Finance Committee recommends replacing the non-functional exterior HVAC on the northwest corner of the Religious Education wing with the high-efficiency HVAC unit offered by Royal Heating and Air Conditioning for \$8140.99 which also includes an annual maintenance fee for all the HVAC units in the church.

A motion to approve the replacement of the exterior HVAC unit on the northwest side the Religious Education wing by Royal Heating and Air Conditioning was made by Mary Bender and seconded.

During discussion of the motion, concerns were raised about how much the church's property insurance may cover, since surge/lightning damage was discovered in the electrical portion of the unit. Concerns about budget adjustments to compensate for the purchase were also raised. More information was felt to be needed.

Mary Bender moved to table the previous motion. The motion was seconded and passed unanimously.

Further discussion was tabled pending Finance Committee gathering more information from the insurance company adjuster.

4 – Retirement Plan

Members of the Finance Committee indicated that the Board must resolve Retirement Plan issues by January at the latest. Further information is being gathered. Action was tabled.

5 – New Minister Start-up Program

The previously agreed upon time of September 19-21 for the New Minister Start Up Program did not allow for proper notification to the congregation of the need for their participation and was cancelled. A date in December or January would be much better. The Board decided that the weekend of December 12-14 or a weekend in January was deemed most ideal. The Board Chair and the Minister will work with Evin Carvill-Ziemer to determine an appropriate date.

6 – Communications Committee

A Communications Task Force meeting will take place on Wednesday, September 17 involving committee chairs and members who are stakeholders. It will discuss the needs of the various communications collection and distribution organs of the church and if an overarching committee structure would be useful and appropriate. The Task Force will report to the Board it's findings and recommendations in the near future.

7 – Board of Trustees Photos

Photos need to be taken of current Board members to reconstitute the photo display for the Narthex. Board members should come prepared to have their picture taken at the next Board meeting if they don't have it taken by Rev. Denis today.

8 – Board Highlights

The general consensus seems to be that having an extended version of the Board Highlights for publication on the website and a more condensed version to fit into The Beacon newsletter is working well. As long as the Vice-Chair, Nancy Tozer, is comfortable producing two versions, the board feels that we should continue this course.

New Business

1 – New Decorating Policy

A policy needs to be formulated for passage by the Board of Trustees for inclusion in the Church Policies regarding church property or structures being permanently altered without explicit Board approval.

2 – Gifts and Donations to the Church

It has been brought to the Board's attention that some non-pledge gifts and donations to the church are not being acknowledged by the Church in a timely manner. Finance Committee assures the Board that there are procedures in place to do so. Concerns were raised and addressed as to consistent acknowledgement of gifts. The acknowledgement of gifts "from the pulpit" should be discontinued as it tends to foment resentment by those whose gifts are not so acknowledged.

3 – Member Removal

The Board Chair is in possession of the list of persons who might be removed via the "Financial Contribution of Record" by-law approved by the congregation in June of 2013. He and the minister will review the list and contact people as appropriate for exemptions before presenting anyone to the Board for removal as per the by-laws.

4 – Small/Affinity Groups

Tabled.

5 – Millennium Salon

Ambassador Heather Hodges, President and Ambassador in Residence of the Cleveland Council on World Affairs will be speaking at a Millennium Salon on Sunday, November 16, 2014.

The Millennium Salon Committee needs suggestions on persons of different faiths to come and speak in future salons.

The meeting was adjourned at 1:43 p.m.

Respectfully submitted,

Pat McGovern, Board Secretary

Next Meeting: Sunday, October 12, 2014 at 12:15 p.m.

Centering: Rochelle Luckwitz

Monitor: Mary Bender

Attachments:

Chair Report

Minister's Report

R.E. Report

Treasurer's Report

Financial Secretary's Report

Thank you letter from The Family Planning Association of Northeast Ohio, Inc.

Thank you letter from National Peace Academy.