

East Shore Unitarian Universalist Church

Minutes of Board of Trustees Meeting

December 7, 2014

The regular meeting of the East Shore Unitarian Universalist Church Board of Trustees was called to order at 12:27 p.m. on Sunday, December 7, 2014, at East Shore Unitarian Universalist Church in Kirtland, OH, the Board Chair presiding and the Secretary being present.

Present: Jason McCann, Pat McGovern, Justin Simons, Nancy Tozer, Maggie Calkins, Rochelle Luckwitz, Kristine Burkwood, Halcyon Domanski, and Rev. Denis Letourneau Paul.

Absent: Mary Bender and Dick Hurwitz.

Guests: Ken Schmidt, Dorothy Lemmey and Sharon Waite.

Maggie Calkins read *Sea of Life* by Carol Barton for centering and a chalice was lit by Jason McCann.

Accelerated Items:

Unfinished Business:

1 – 2015 Auction

Ken Schmidt and Dorothy Lemmey presented some idea they had to try to improve the 2015 auction. These included approaching the various committees, including the Board of Trustees, about creating baskets that could be in a Chinese Auction. The idea of what might be involved in incorporating a car raffle will be investigated by Jason McCann. The Board reiterated its commitment to helping the Auction Committee make the 2015 Auction the best it can be.

Secretary's Report:

A motion was made by Nancy Tozer to accept the minutes of the November 9, 2014 meeting as presented. The motion was seconded and passed unanimously.

Pat McGovern presented three letters the Board has received recently:

- A thank you letter dated October 27, 2014, from Forbes House, signed by Jeanne M. Myers, Interim Executive Director, thanking us for our contribution of \$209.49. This was from our loose offering split.
- A thank you letter dated November 19, 2014, from the Unitarian Universalist Service Committee (UUSC), signed by William F. Schulz, President and CEO, thanking us for our contribution of \$238.00. This was from our loose offering split.
- A letter from the Kirtland Kiwanis Club, signed by Tony Zalar, Chairman of their Spiritual Alms Committee accompanying a donation to our Minister's Discretionary Fund and offering future assistance to our congregation.

Reports:

A – Chair:

Report attached.

B – Minister:

Report attached.

C – Religious Education

Report attached.

D – Membership Committee

The Membership Committee will host a cookies and cider reception following the Christmas Eve service.

The Membership Committee submitted the names of seven members who should be considered for removal as members per the bylaws.

A motion was made by Jason McCann that per Article 4 and Article 5.5.5 of the Bylaws, the following members be removed from the membership list: Jane Fitch, Jim Opfell, Celeste Opfell, Syd Freund, Phil Freund, Mervyn Clary and Susan Clary. The motion was seconded and passed unanimously.

The membership of the church now stands at 178 people.

E – Treasurer

Report attached.

Maggie Calkins will soon be arranging for the transfer of some funds from the U.S. Bank account, to which the credit card payments are deposited, to the First National Bank account which is used for accounts payable.

F – Financial Secretary

No report.

G – Finance Committee

The Finance Committee is working to have the Financial Review Committee to produce their annual report.

Finance is working to determine budget vs. outlay discrepancies with the Worship Arts Committee.

Finance is determining/revising leadership for the 2015 Stewardship Campaign.

The Art Show produced a net revenue amount of \$3881.26 versus their budgeted amount of \$4500.

The November “Concert for Peace” organized by the Peaceseekers Committee was successful and turned a small profit.

Finance continues to work with the UUA in determining how our pension contribution “catch-up” will work. Lynne Killgore expects to have a presentation ready for the Board of Trustees January meeting.

The Finance Committee is investigating the various scenarios relating to possible eventual acquisition of the Bergstrom property adjacent to the property of East Shore. While the family has approached us, it has become clear that the property will likely not be available for at least a number of months, so nothing is critical yet.

H – Transitional Committee on Ministry

Report attached.

I – Capital Campaign

We are still searching for a chair and accepting ideas/nominations.

Board members and Finance Committee members will begin discussing the need for such a campaign informally with members of the congregation to develop congregational awareness of the need.

Unfinished Business

1 – Open Committee Chairs

The Finance Committee is working on revising leadership of Stewardship. We are still investigating getting co-chairs for the Auction to work with Dorothy Lemmey and Ken Schmidt. Social Justice still needs a chair.

2 – Entry Security

Tabled.

3 – Communications Task Force

The Communications Task Force is looking at resuming meetings when the holidays are over after the beginning of the year.

The Task Force will look into including contact information for past ministers in the church directory.

4 – Gift/Donation Acknowledgement

Tabled.

5 – Earliest Members Celebration

Jason McCann and Rev. Denis Paul are meeting this week to discuss preparations for the upcoming Anniversary Year and how to incorporate the celebration of our earliest members will be a part of that conversation.

6 – The Bergstrom Property

This item was discussed during the Finance Committee Report.

7 – New Minister Start-up Weekend

Promotion will continue throughout the week with phone calls to members who need them. Many members have been approached personally by Jason or Rev. Denis already. Website and social media promotion will continue throughout the week. A sign-up for what Board members should contribute to the luncheon for the Saturday meeting was completed.

New Business

2 – Capital Campaign and Seed Donation

A substantial donation to the Capital Fund is pending and will be forthcoming once a formal action by the Board of Trustees is made to create such an entity.

A motion was made by Jason McCann that the Board of Trustees instruct the Finance Committee to establish an account for the purpose of holding money given to a Capital Campaign Fund. The motion was seconded and passed unanimously.

3 – Communication regarding financials

The Finance Committee, Financial Secretary and Treasurer are working on the best format with which to present “snapshots” of East Shore’s finances on the website. Ultimately, it will be relatively small and easy to understand for members what financial

demands are made of the church and what the church needs from members to meet them.

4 – Small/Affinity Groups

This item may come up for discussion during start-up weekend. Action deferred.

5 – Announcement Schedule

A schedule of which Board members performs announcements prior to Sunday service was passed around and filled out through mid-January.

6 – Landscaping Budget

Outdoors Committee Chair Brian Beck has learned that there may be a shortage of calcium chloride this winter (which is needed when the temperature falls too far below freezing to melt ice) and consequently, we may need to spend more on deicing than anticipated. This matter was referred to the Finance Committee.

There appears to be some disconnect between plowing and event at the church. Jason McCann will followup with the Outdoors Committee, Rev. Denis and Richard Yukl to see how this can be improved.

7 – Lanscaping Quote

Brian Beck has received a inquiry/quote for providing landscaping services to the church. This matter was referred to the Finance Committee.

8 – Archive Committee

The Archive Committee Chair has been empty since Jim Opfell left it a number of years ago. Marvin Detar has expressed an interest in it and going forward will be the Archive Committee Chair.

The meeting was adjourned at 2:44 p.m.

Respectfully submitted,

Pat McGovern, Board Secretary

Next Meeting: Sunday, January 11, 2014 at 12:15 at East Shore.

Centering: Pat McGovern

Monitor: Halcyon Domanski

Attachments:

Letter from Forbes House

Letter from the UUSC

Letter from Kirtland Kiwanis Club

Chair Report

Minister's Report

R.E. Report

Treasurer's Report

Transitional Committee on Ministry Report