

**East Shore Unitarian Universalist Church
Board of Trustees Meeting
December 11, 2016**

Present : Dan Bond, Kristine Burkwood, Bill Butler, Halcyon Domanski, Tiffany Griffith, Kathleene Huntley, Dick Hurwitz, Pam Leininger, Rev. Denis Paul, Nancy Tozer, Eric Waldman

Guest: Shirley Hairston, Finance Committee Chair

Secretary's Report: Dick made a motion to accept the minutes of the November 13 board meeting. Nancy seconded the motion. The motion passed.

Reports:

Chair: attached

Minister: attached

DRE: attached; Halcyon commented that the Secret Santa collection to help families at Christmas was so successful that wreaths were purchased and given as gifts to our church elders.

Membership: Patrick McGovern is our new membership chair.

Treasurer: attached; Dan reports that our cash flow is low. Priorities for payment are employee payroll and the mortgage. End of calendar year pledge reminders will be sent.

Financial Secretary: attached; Our YTD income is lagging but our expenses have been down as well so at this time our heads are above water.

Finance Committee: 1. The yearly financial review that had been scheduled was cancelled due to inclement weather and was rescheduled.

2. There has been a request from an individual to make a donation to the church with the intent that the donation will be passed through the church to the Women's March. After a short discussion, on the recommendation of our Finance Chair, it was decided that the intent may have been the ability to use this as a tax deduction and that we could not accept this donation for this use.

3. We are out of Heinen's grocery store coupon cards and do not have the cash on hand right now to purchase a new supply. **Nancy made**

a motion to utilize funds in the building fund to purchase grocery cards with the understanding that it will be repaid when the cards are sold. Eric seconded the motion.

Discussion 1. The question arises of the possibility of being unable to repay because the money was needed for other priorities. 2. The grocery card income is a line item in our budget and we need this income even if it is a relatively small amount.

Dan made a motion to table this motion until the January meeting. Tiffany seconded. The motion passed with three nays.

Committee on Ministry the workshop for our 4th word (**Connect**) has been rescheduled again.

Unfinished Business:

1. Halcyon agreed to scan the Policy Manual for the member page at eastshore.org. This has been on our Action Plan for a long time.
2. Action on the volunteer sign up board has slowed. Dan suggested that we add a sentence to the Sunday Service Welcome reminding people to sign up for a share of tasks on the board.
3. We have a contract with Ribelli's for snow plowing. When we have 3 inches of snow, the front lot will be plowed and the sidewalk will be shoveled. When we have 4 inches or more the south side parking lot will be plowed and the front lot and driveway will be salted. The contract is for \$1600.00
4. Nancy hopes to announce a Night at the Races Chairperson by the next meeting.
5. There is ongoing discussion for chairmen for the Building Committee and the Great Outdoors Committee.
6. There are new signs up at the east and west entrances with reminders to lock the doors.
7. We will try to cut down our paper usage. There will be copies of the Treasurer's report and Financial secretary's report. Please read the others on line and print out at home if necessary.

New Business:

1. Rev Denis suggests that according to usual practice in other churches our three paid staff have the week between Christmas and New Year's off with pay. Payroll checks can be printed on Dec 23 but dated Dec. 30.

Dan made a motion to give our DRE, our custodian, and our church secretary, paid vacation time for the week between Christmas and New Year's Day. Nancy seconded the motion. The motion passed.

2. It was brought to the board's attention that 2 cars missed our driveway during our Art Show. It will be brought to the attention of the great Outdoors Committee and/or the Building Committee.

3. We received a letter from the City of Kirtland that a neighbor at 10890 Crestwood Drive has asked for a variance to build an accessory building on their property. It was decided that this is not an issue for us since this property is not visible to us.

4. As ListServ monitor Nancy had one conversation last month. **Pam will be the ListServ monitor until our January meeting.**

**Our next meeting will be on January 8, 2016 at 1:30.
Dick Hurwitz will be the meeting monitor.**

The Sunday Service Welcome schedule for January is:

**Jan. 1 Kristine Burkwood
Jan 8 Bill Butler
Jan 15 Tiffany Griffith
Jan 22 Dick Hurwitz
Jan 29 Eric Waldman**

The meeting was adjourned at 3:30 p.m.

**Respectfully Submitted,
Pam Leininger, Secretary**