

East Shore UU Board of Trustees Meeting
October 18 2020

Board of Trustees

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

Attending

Rev Denis Letourneau Paul	x	Halcyon Domanski	x
Patrick McGovern	x		

Meeting called to order by Mary Stewart-McGovern at 1:36 pm. Rev. Denis provided reading from Lifting our Voices. Check-in of members present.

Moved Ministers Search Committee report to beginning of meeting

1. Committee met last week. People are voting for hiring team (have 4 weeks to vote). Halcyon noted that someone else noted that youth are apparently not involved in the process for hiring the new minister (on youth on the committee). Rev Denis hopes that a youth is selected by the members. If not the Board can select a youth from our 3 selections. There are 2 youth who have expressed some interest.

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

Reports:

2. Chair –No written report. Chair is sending a card to each member family, with a postcard for them to send on to someone else in the church.
3. Minister- Report sent previously, in dropbox.
4. DRE & Faith development report – Report sent previously, in drop box. Went to LGBTQ center yesterday- very successful. Next Saturday is a private tour of Chagrin Falls cemetery.
5. Building and Grounds- report not available.
6. Membership – Report sent previously, in dropbox. **Motion to accept resignation of Danese & Lew Williams. Mary SM moves and Mary M moved and seconded. Passed.** Working on updated Directory, hope to have it out before the holidays.
7. Treasurer Report- Report sent previously, in dropbox. PPE loan forgiveness portal will become available Nov 1st. After that date the paperwork will be filed to forgive the loan.
8. Financial Secretary: Report sent previously, in dropbox. On track for pledge donations. Catching up on loose offerings. St Pauly Textile is essentially on hold. They may not continue. “Other income” is last year’s pledge payments made after July 1st.

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

9. Committee on Ministry. No written report.

Reviewed Action Items List

- 1) Blood Donation dates to Linda (C). March 14th 2021 will be the subsequent donation date.
- 2) MSM to discuss with Dan house next door (C)
- 3) MSM & Patrick- what does membership look like in a remote environment (IP)
- 4) Halcyon: clean out refrigerators (C)
- 5) Halcyon: quotes for playground work. Volunteers did some internal cleanup work. (C)
- 6) Shirley to talk with Laura Solomon about list-serve and email problems (NC)
- 7) Shirley: paypal for loose offerings (NC)
- 8) Maggie to talk with Dan re: plowing contract. Shirley has handled this. Contract is complete (C)

New Business:

1. Ad Hoc Committee on restructuring. Committee is scheduling meetings with the different committees to discuss proposal.
2. Ad Hoc Committee on re-opening - Much discussion of how to best follow the recommendations of Ohio Dept of Health alert system, done on a county-by-county basis. Level 1/Yellow (active exposure and spread), Level 2/Orange (increased exposure and spread risk), Level 3/Red (very high exposure and spread: limit activities as much as possible), Level 4/Purple (only leave home for supplies and emergencies). For more information, go to <https://coronavirus.ohio.gov/wps/portal/gov/covid-19/public-health-advisory-system>
Need to keep monitoring this website on weekly basis. Recommendation that we continue outdoor events only if all 3 counties (Lake, Geauga, Cuyahoga) are level 1 or 2. If any county is level 3 or 4 we should consider only meeting remotely. Post on website what the current levels are, and whether/why we are/are not holding in-person events. Need to develop process for determining when/how restrictions can be lifted. Mary SM has heard that a recommended process is to wait 10 days after all counties are back at level 1 or 2. **Motion made by Mary SM, seconded by Clark: Outdoor in-person events will continue only if all 3 counties (Lake, Geauga, Cuyahoga) are level 1 or 2. If any county is at level 3 or 4 will only gather remotely. Recommended process for reconvening in person is to wait 10 days after all counties are back at level 1 or 2. Board can make exceptions (such as the blood drive in November). Motion passed unanimously.** This needs to be sent out to congregation/members, jointly by Mary SM and Rev Denis via Linda (list-serve and letters). Minna to call Halcyon.
3. Committee for Developmental Minister search: Moved to top of agenda.

Old Business:

- 1) What does church membership look like in a remote environment? It looks like what we are doing right now. Membership committee needs to meet and discuss this.

Next Meeting: November 8 1:30

Maggie moved to adjourn, Minna seconded. Meeting Adjourned: 2:53

Submitted by Maggie Calkins

**East Shore Unitarian Universalist Church
Kirtland, Ohio
Minister's Report to the Board of Trustees
October 18, 2020**

Dear Members of the Board,

The mood in the nation is anxious. Everyone is sick and tired of COVID-19, distancing, wearing masks and avoiding large gatherings. Everyone is missing friends, family and social connections like church. And all the numeric indicators of the coronavirus are going in the wrong direction in most places, so it looks like we have a long winter of continued isolation ahead of us. Add to all that stress the pressure that has been building around the upcoming election.

Personally, I've been getting a feeling lately that a lot of people are doing whatever they can get away with right now, gathering with friends and going out, talking small, calculated risks before we get locked down again.

Following are the services I worked on in September, along with thoughts on where we are on the date of the writing of this report.

Worship

9/2 First Wednesday Night, "Renewal"

9/6 "The Stuff of Life," with Halcyon Domanski

9/13 "Watershed Moments," with Halcyon Domanski

9/20 "Marrying Injustice and Responsibility, assisting guest speaker Marsita Ferguson

We are continuing to gather for FWN in the parking lot, and welcoming folks to join us for the Facebook Live portion of Sunday services, followed by a BYO "coffee hour." Participation has been up and down for both venues. The most we've seen at FWN is about 25, the most on Sunday about 21, including me.

The worship Arts Team has been great, and working with Jared Hammond as the new chair has been rejuvenating. He's taking a lot of responsibility for not just music and occasional leading, he's been keeping track of all the upcoming services. We have everything pretty well planned up until Christmas, except for the two Sundays following the election. I will lead, but it feels impossible to plan in advance, since we have no idea what kind of condition this country will be in and what the mood will be, depending on the results. Mary Bender and Judy Willour are helping a lot with music resources. We've gotten positive feedback about using old recordings of our own choir during our recorded services.

On October 15 we will be using the recordings and resources of yet another "guest preacher," Lucas Hergert of North Shore UU in Deerfield, IL.

The Prayer Circle has continued to gather weekly via Facebook Live, and has added the extra option of gathering in the memorial Garden on the second Tuesday of each month, the time we had all committed to back in January. We also gathered in September at the home of Kristine Burkwood as we helped her build new prayer benches for her outdoor meditation space. It was an act of team building, socializing safely, and spiritual support. Hopefully it will be only the first of many more such efforts

Special Events in the Parking Lot

A group of folks, including Halcyon and me and with the blessing of the BOT, have moved forward with planning special holiday events outdoors on the church grounds. Halloween plans are well underway. The hope is that, if it's successful, it will serve as a template

Group Outings

As the weather gets colder, and the daylight shorter, it's becoming clearer that we won't be able to continue meeting outdoors, just sitting around chatting. We need to have events that keep people moving, so I've been speaking with folks who could potentially plan outdoor events informally. Basically, I'm asking folks to say "I'm planning on going skiing/hiking/snowshoeing/whatever on this date. Please join me." I'm doing what I can to keep up the connections.

Beverages and Banter gatherings were scheduled by three different lay leaders in the congregation for late September/early October, in an effort to provide more opportunities for gathering than I can commit to. They were met with mixed success. I'm not sure if anymore will get scheduled.

Organizational Restructuring is moving along nicely. The “Core Group,” plus a couple other folks from the “Larger Group” are planning on a roll-out of the plan to the likely members of each of the six proposed teams soon. At the beginning of this process, my job was “big picture:” to keep articulating the need for the new structure, and to keep the ball rolling. Now that it has its own momentum and great lay leaders taking responsibility for the details, my job has shifted. I’m now more about bearing witness and pastoral presence. You all own this, and it’s exciting to see it come to life!

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

October 18, 2020

~And how is the congregation?

WORSHIP

Halcyon edited and made the slideshow compilations for Sunday services for September and October 4 and 11. Halcyon was available to bless animals in person for the “Blessing of the Animals Service”.

RE FAITH DEVELOPMENT CLASSES

We have been studying the 1619 project as well as this month’s theme. Our field trip in September was at Wagon Trails. We have also explored the Geauga SOGI group through the sharing of August and Minna Zelch. We will be visiting the LGBTQ Center on October 17, 2020

SOCIAL JUSTICE

- Halcyon has met with BLM Lake County to help create a teen academy exploring race, racism, and rights. We are looking at this group starting at the beginning of next year.
- There is a container at church for people to place items in, that would normally go on the mitten tree.
- We have announced that we are now accepting money for Secret Santa.
- Lastly, we are working on how to best help with Homeless Stand Down.

RE CLASSES OR GROUPS

Spirituality of Art

RE Class

Circle of Mom – twice

FWN

Field trip to Wagon Trails

Field trip to LGBTQ Center Cleveland

MEETINGS

Daily phone meetings with Rev Denis

Board meeting

Chaplain members of the congregation

Worship Arts Meeting

Ad-hoc opening church meeting

Social Justice Meeting

RE Faith Development meeting

Gathering for Holidays meeting

Coffee Hour monitor after Sunday services

OTHER

Worked on Safety and Security policy for RE Faith Development

Beacon Article

Summary of how we will celebrate holidays together

Moved RE/FD items out of the hallway into office

Halfway done unpacking RE/FD office

Membership Committee Report

October 18, 2020

- ⊕ We have received the resignation of Lew and Danese Williams from membership. After Board action accepting this, our membership number will be at 148.
- ⊕ We will be resuming New to UU classes in the next few weeks in a Zoom format.
- ⊕ We will continue to work on ways to engage visitors and prospective members remotely.
- ⊕ We are working on updates to this year's directory. We plan on it being completed and available before Thanksgiving.
- ⊕ We still plan on hosting a Pancake Breakfast sometime shortly after returning to live services. We are going to keep putting that in here every month until we have it.

Respectfully submitted,

Patrick McGovern

Membership Committee Chair

East Shore Unitarian Universalist Church
 Treasurer's Report to Board
October 18, 2020

Name of Account	Balance as of 9-30-20
First Nat. Bank Checking Account per Bank	\$30,028.87
Fidelity Account	\$27,480.24
Building Fund (3768)	\$118,621.20
Memorial Garden (1844)	\$ 15,166.46
Kluth Fund (1847)	\$ 7,934.59
Ropog Fund (1850)	\$ 6,629.36
Fahr Fund (6078)	\$ 20,542.06
Music Fund per books 01-2313	\$ 4,615.00

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

Illuminating Company \$500.

Building fund donations September; \$1,635.00

October 2020 mortgage payment - \$2,850.38 (\$1800 interest) Balance \$373,075

October 2020 payroll – \$8,000 (estimate)

Church Mutual Insurance: \$ 5541.00 (paid 10-2-20)

- September Loose offerings:
 - Donations to the Minister's discretionary fund to be paid: \$350.00
 - BLM Lake County: \$160.00.

Note: we will continue to withhold and pay SSI and Medicare taxes.

Disbursements from the Capital fund, Current Projects as of 9-30-20

- Administrative Wing (authorized \$65,000) Spend \$22,489 **Completed**
- House Next Door (authorized \$15,000) Spend \$7,540.00

Respectfully submitted,
 Shirley Hairston, Treasurer

EAST SHORE UNITARIAN UNIVERSALIST CHURCH

Income and Expense Statement

OPERATIONS FUND 01, September 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	\$17,384.00	\$45,440.00	\$41,328.00	\$165,312.00	27.49%
LOOSE OFFERINGS					
Loose Offerings	200.00	380.00	750.00	3,000.00	12.67%
GIFTS					
General & Memorial	0.00	0.00	2,199.99	8,800.00	0.00%
Subtotal Contributions	17,584.00	45,820.00	44,277.99	177,112.00	25.87%
RENT					
Church Rental Misc.	0.00	0.00	300.00	1,200.00	0.00%
FUND RAISING					
Auction	0.00	0.00	1,500.00	6,000.00	0.00%
St. Pauly Textile	0.00	122.66	174.99	700.00	17.52%
Environmental Action Grp					
Amazon Smile Donations	0.00	0.00	20.01	80.00	0.00%
Subtotal Fund Raising	0.00	122.66	1,695.00	6,780.00	1.81%
OTHER					
Interest earned	0.72	2.40	24.99	100.00	2.40%
Other	140.00	2,779.00	300.00	1,200.00	231.58%
Infusion - PPP loan 2020	0.00	0.00	5,000.01	20,000.00	0.00%
Subtotal Other	140.72	2,781.40	5,325.00	21,300.00	13.06%
TOTAL INCOME	17,724.72	48,724.06	51,597.99	206,392.00	23.61%

EAST SHORE UNITARIAN UNIVERSALIST CHURCH

Income and Expense Statement

OPERATIONS FUND 01, September 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	\$9,710.64	\$8,525.61	\$34,102.38	28.47%
End of contract bonus	0.00	0.00	500.01	2,000.00	0.00%
Housing	800.00	2,400.00	2,724.42	10,897.62	22.02%
Min Health Ins Allowance	335.09	1,005.27	1,005.27	4,021.08	25.00%
Professional Expenses	0.00	100.09	1,125.00	4,500.00	2.22%
Pension	375.00	1,125.00	1,125.00	4,500.00	25.00%
MINISTER, OTHER EXPENSES	0.00	0.00	860.64	3,442.50	0.00%
Minister - Workers Comp	0.00	52.00	53.61	214.40	24.25%
Contract Pastoral Care	0.00	0.00	62.49	250.00	0.00%
Subtotal Minister - Workers Comp	0.00	52.00	116.10	464.40	11.20%
Ministerial Search Cte.	0.00	0.00	125.01	500.00	0.00%
Subtotal Ministerial	4,746.97	14,393.00	16,107.06	64,427.98	22.34%
ADMINISTRATION					
OFFICE EXPENSES					
Office Expenses	0.00	0.00	125.01	500.00	0.00%
Copier Expenses	99.00	297.00	575.01	2,300.00	12.91%
Postage	0.00	55.00	37.50	150.00	36.67%
Bank Fees/Supplies	0.00	0.00	75.00	300.00	0.00%
Subtotal Office Expenses	99.00	352.00	812.52	3,250.00	10.83%
SECRETARY					
Sec Compensation	689.00	2,067.00	2,583.75	10,335.00	20.00%
Sec FICA Employer Exp	52.71	158.12	197.67	790.63	20.00%
Sec Worker's Compensation	0.00	0.00	23.31	93.20	0.00%
Subtotal Secretary	741.71	2,225.12	2,804.73	11,218.83	19.83%
Subtotal Administration	840.71	2,577.12	3,617.25	14,468.83	17.81%
ORGANIZATION					
EXTERNAL					
UUA /CRE Prog Fund Pledge	3,190.00	3,190.00	1,595.01	6,380.00	50.00%
INTERNAL					
Board Discretionary Fund	0.00	0.00	24.99	100.00	0.00%
Subtotal Organization	3,190.00	3,190.00	1,620.00	6,480.00	49.23%
WORSHIP					
Worship Arts	250.00	363.04	462.51	1,850.00	19.62%
Music & Musicians	0.00	0.00	500.01	2,000.00	0.00%
Worship Experience					
Audio	0.00	0.00	24.99	100.00	0.00%
Artwork and Podium Decor	0.00	0.00	50.01	200.00	0.00%
Subtotal Worship Experience	0.00	0.00	75.00	300.00	0.00%
Subtotal Worship	250.00	363.04	1,037.52	4,150.00	8.75%
REL. EDUCATION					
D R E					

EAST SHORE UNITARIAN UNIVERSALIST CHURCH

Income and Expense Statement

OPERATIONS FUND 01, September 2020

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DRE Compensation	1,916.67	5,750.01	5,750.01	23,000.00	25.00%
DRE FICA Employer Exp	146.62	439.86	439.89	1,759.50	25.00%
DRE Worker's Comp	0.00	0.00	41.58	166.32	0.00%
DRE Pension	124.34	373.02	575.01	2,300.00	16.22%
DRE Prof Expenses	0.00	0.00	249.99	1,000.00	0.00%
Subtotal D R E	2,187.63	6,562.89	7,056.48	28,225.82	23.25%
R E COMMITTEE					
Curriculum/Supplies	0.00	0.00	375.00	1,500.00	0.00%
Young Adults 19-25					
Teens	0.00	0.00	150.00	600.00	0.00%
Library	0.00	0.00	24.99	100.00	0.00%
Subtotal Young Adults 19-25	0.00	0.00	174.99	700.00	0.00%
Sunday Lunch					
Event Childcare	0.00	0.00	24.99	100.00	0.00%
Adult RE	0.00	0.00	37.50	150.00	0.00%
Subtotal Sunday Lunch	0.00	0.00	62.49	250.00	0.00%
Sunday child care	0.00	0.00	425.01	1,700.00	0.00%
Subtotal R E Committee	0.00	0.00	1,037.49	4,150.00	0.00%
Subtotal Rel. Education	2,187.63	6,562.89	8,093.97	32,375.82	20.27%
MEMBERSHIP					
MEMBERSHIP					
Membership Coordinator					
Membership Committee	0.00	0.00	125.01	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	125.01	550.00	0.00%
PROMOTION					
Publicity/Promotion	0.00	0.00	37.50	150.00	0.00%
CARE					
Journey Committee	0.00	0.00	24.99	100.00	0.00%
Pastoral Care	0.00	0.00	24.99	100.00	0.00%
Subtotal Care	0.00	0.00	49.98	200.00	0.00%
Subtotal Membership	0.00	0.00	212.49	900.00	0.00%
SOCIAL JUSTICE					
Social Justice Com	0.00	0.00	75.51	302.00	0.00%
FACILITIES					
SERVICES AND SUPPLIES					
Cleaning Service	138.00	753.25	1,800.00	7,200.00	10.46%
Cleaning Supplies	0.00	0.00	125.01	500.00	0.00%
Subtotal Services And Supplies	138.00	753.25	1,925.01	7,700.00	9.78%
UTILITIES					
Electricity	706.13	2,842.65	2,250.00	9,000.00	31.59%
Internet & Telephone	143.71	431.13	425.01	1,700.00	25.36%

EAST SHORE UNITARIAN UNIVERSALIST CHURCH

Income and Expense Statement

OPERATIONS FUND 01, September 2020

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	Current Period	Year to Date	Year to Date Budget	Annual Budget	Annual Budget Percentage
Waste Disposal Service	177.88	533.69	500.01	2,000.00	26.68%
Natural Gas	58.86	142.35	624.99	2,500.00	5.69%
Water	158.28	475.47	549.99	2,200.00	21.61%
Sewer	0.00	500.00	500.01	2,000.00	25.00%
Stormwater Management	0.00	0.00	350.01	1,400.00	0.00%
Insurance	0.00	0.00	1,400.01	5,600.00	0.00%
Subtotal Utilities	1,244.86	4,925.29	6,600.03	26,400.00	18.66%
BUILDING LOAN PAYMENTS					
Mortgage Payments	2,850.38	8,551.14	8,551.14	34,204.56	25.00%
Subtotal Facilities	4,233.24	14,229.68	17,076.18	68,304.56	20.83%
FACILITIES COMMITTEE					
BLDG MAINTENANCE					
Building Maintenance	0.00	2,150.00	600.00	2,400.00	89.58%
Security	0.00	627.00	187.50	750.00	83.60%
Equip Inspection/Fees	0.00	301.00	774.99	3,100.00	9.71%
Equipment Repair - Audio					
Pest Control	0.00	0.00	225.00	900.00	0.00%
Subtotal Bldg Maintenance	0.00	3,078.00	1,787.49	7,150.00	43.05%
GROUNDS MAINTENANCE					
Snow Plowing	0.00	0.00	1,337.49	5,350.00	0.00%
Lawn Mowing	0.00	0.00	100.00	200.00	0.00%
Grounds Maintenance	0.00	0.00	324.99	1,300.00	0.00%
KITCHEN					
Kitchen	0.00	0.00	37.50	150.00	0.00%
Coffee	0.00	0.00	82.50	330.00	0.00%
Subtotal Kitchen	0.00	0.00	120.00	480.00	0.00%
Subtotal Grounds Maintenance	0.00	0.00	1,882.48	7,330.00	0.00%
Subtotal Facilities Committee	0.00	3,078.00	3,669.97	14,480.00	21.26%
FINANCE					
Stewardship	0.00	0.00	125.01	500.00	0.00%
TOTAL EXPENSES	15,448.55	44,393.73	51,634.96	206,389.19	21.51%
EXCESS INCOME\EXPENSES	\$2,276.17	\$4,330.33	-\$36.97	\$2.81	0.00%