



East Shore UU February 20 2022

Minutes

Board of Trustees

Mary Mason	x	Mary Stewart-McGovern	x
Kristine Burkwood	x	Bree Byrd	x
Shirley Hairston		Minna Zelch	
Mark Guizlo	x	Clark Waite	x
Maggie Calkins	x		

Attending

Halcyon Domanski	x	Marten Schreiber	x
Patrick McGovern		Rev. George Buchanan	x
Nancy Tozer	x	Dee Beachum	X
Lynne Kilgore	x		

Meeting called to order by 2:03. Reading by Rev George from A Powell Davies. Check in.

Motion made by Mary SM to dispense with reading of the November 21, 2021 Minutes; Clark seconded and motion passed. Mary SM moved and Clark seconded to approve the minutes from January 16, 2022

Reports:

- A. Nominating committee – Had posed a few questions via email, answered by Mary. Goal to have slate ready for Board approval by April board mtg. Still confirming current board members who might stay on. Treasurer/Shirley has offered to stay on, which would require a congregational vote to change by-laws with 2/3 majority to approve. Alternatively, Dave Michel offered to be nominated as treasurer for the coming year, which was felt to be a better solution in keeping with bylaws.. Journey council is not yet “active” so we still stay with the existing roles and

committees. Nominating committee will also confirm that search committee will serve as next year's COM

- B. COM – There had been some questions about accessibility of Facebook live for people who don't have a FB account. The answer is yes, they can participate. Issue of addressing mail and voice-mail pickup now that Linda Work has left has been addressed. Mary is handling this. B&B is starting again, Saturday March 6th will be the first one. Rev. Meg has had first WA meeting. We should send around to the congregation that she is working with us now.
- C. Buildings and Grounds- Getting ready for reopening (hopefully soon). Need to relace fire extinguishers and two exit lights. Emergency lights will be tested next weekend. Snow plow Service issues: walkways not shoveled when Marten got there last Saturday, Mary was there mid-morning on Friday and it had not been plowed. Halcyon has packed up Christmas boxes, in plastic containers- ready to go into attic. Barb Ropog has been very helpful. Dave Michel will get the emergency exit lights. Still need to replace wiring going out to sewer lift and front lights- it works but might be wasting electricity. HND still standing. Letter from zoning office about "new temporary sign"- not sure what it is referring to yet. Mary will find out.
- D. Membership – report sent. Nothing has changed. Working on date for pancake breakfast.
- E. Chair- report sent. Mary Bender checked on ministerial search, no news yet. Information on church rental (for a memorial service) is finalized. Search for administrative assistant- have 10 resume's from Indeed! Sue Borstein asked about duplicate check deposit slips- Halcyon will look and let Mary know. Barb Opie asked to board to consider money to hire a part-time music director in the budget. Did exit interview with Linda Work. Board needs to maintain oversight about HR issues (reviews and raises).
- F. Minister- All ministers are looking forward to in-person worship. WA has planned out services for next 2 months. Things are going well from their perspective.
- G. Faith Development – report submitted- attached. Rev Rina excited to do service March 6th in person. Halcyon would like to take her vacation the last 2 weeks of June and 1st week of July, and have this count as this year's vacation (will change if necessary). Reopening schedule- can that happen in time for FWN in March?
- H. Treasurer Report –report sent. Account status and cash flow is good. Some funds have been donated already for the full-time ministers account (set up as MM account). **Mary SM moved and Maggie seconded to approve treasurers report as corrected. Passed unanimously.**
- I. Financial Secretary: Report sent- attached. Running ahead on pledge payments for the year. Not all ministerial expenses get posted within the month. Have contract for tree removal which will take us over budgeted amount. And HVAC contract was not budgeted. Might put a contingency line-item in the budget. Need to consider a process for assessing raises in budgeting process..

- J. Ad-hoc committee on reopening: Plan to open March 6th for service, March 5th is all church clean-up day: parking lot drains clean out. Want to consider other factors besides risk factor to unvaccinated person, such as hospital case load, positivity rate. Current protocol says if our counties are at orange we can gather, choir would be socially distanced and masked, congregation would mask (and can sing) unless that have a reason why they can't, coffee hour would be outside. Committee is meeting on Thursday. Will ask the board to have the board vote via email.

Reviewed Action Items List from January 16,2022 meeting

Person Responsible	Action/To Do	
OLDER ISSUES		
Shirley Hairston	Paypal on the website	I
NEW		
Shirley & Clark	Set up full time minister compensation fund at financial institution (to earn interest), and send letters to donors reminding of their pledge.	C
Mary M	Ask Patrick (and Jan and Dee?) how to handle reaching out to congregants who aren't yet coming back in person/engaging with the church. Also add to announcements at church/or put in order of service.	I
Halcyon (for future)	Think about Lego fundraiser	I
Mary M	Continue process of determining who might not qualify as current member, and reach out to them.	I
Mary M	Ask someone in the congregation to volunteer to take on Beacon writing/publishing	C
Nancy T	Send COM meeting minutes to Halcyon	C
NEW		
Mark G	Send email to Shirley re: request for part time music director.	C
Kristine	Work on stewardship committee and planning stewardship campaign	
Mary M	Ask Bard Opie about humidifier for new piano	
Halcyon	Get Dave to finish taking old piano apart. Get dolly put under new piano	
Halcyon	Look for duplicate deposit slips for Sue Borstein.	

Mary M	Introduce Rev Meg to congregation	
Mary M	Address “new temporary sign” letter from Zoning	

STATUS: C = Complete, I = Incomplete

New Business

- 1) Need to get old piano out of the sanctuary

Old Business

- 1) Action Plan- see above

Rev George read closing words from Traditional of Pueblo Nation.

Mary SM moved to adjourn Board Meeting & Bree seconded. Meeting adjourned at 3:08.

Next Meeting: March 20, 2022 2:00 via Zoom.

Submitted by Maggie Calkins

Love, Revere, Discover, Connect

Membership Committee Report

February 20, 2022

- ⊕ Our membership count is 145.
- ⊕ The UUA Annual Congregational Survey was completed and submitted to the UUA last month.
- ⊕ We are always looking for people to join our committee to help. It's a great way to learn who their fellow members are and help the church with a minimal time commitment.
- ⊕ We could use help with people to greet members, friends and visitors as they come into church on Sundays. *You do not have to join the Membership Committee to be a greeter.*
- ⊕ With the church reopening, we will start planning for a Pancake Breakfast in June, in the hope that we can have an event that involves food by that point.

Respectfully submitted,

Patrick McGovern

Membership Committee Chair

RE Faith Development Report to the Board

Love, Revere, Discover, Connect

EAST SHORE UNITARIAN UNIVERSALIST CHURCH

Director of Developing Our Faith – Halcyon Domanski

Developing Our Faith Chair – Minna Zelch

February 2022

~And how is the congregation?

CURRENT ISSUES

- Does the Ad-hoc committee would like to change the parameters on how we decide whether or not to open, as well as propose opening in March if the Ad-Hoc committee recommends it

WORSHIP

Delivered and edited MLK service, edited 1/23, 2/6, 20/2022.

FAITH DEVELOPMENT CLASSES

Classes are on Zoom currently. Curriculum is being prepared for meeting in person and on Zoom, depending on Ad-Hoc Reopening Committee and Covid

OUR WHOLE LIVES

Classes are on Zoom currently. Curriculum is being prepared for meeting in person and on Zoom, depending on Ad-Hoc Reopening Committee and Covid. OWL Class had their discussion panel with four Guest Speakers. Rev. Joe Donatone, Jacob and Monica from Margie's Hope, and Joshua from S.O.G.I. Donations are being made to both Margie's Hope and S.O.G.I.

FIELD TRIPS / CHURCH GATHERINGS

We are working on a Homeless Stand Down All Church Gathering. We are in the process of talking with two Masques and The Fairmount Temple to see if they would like to join us and make this not only a Multigenerational gathering but a Multicultural one as well. If the Masques and Temple care to join we will try and work out a Q&A session as well.

RE CLASSES OR GROUPS

Faith Development Class

2 Circle of Mom

First Wednesday Night

Art of Spirituality

MEETINGS

Board meeting

Developing Our Faith Meeting

Phone Meetings with Rev. George

Weekly meeting/phone call with Mary Mason

Meetings with Minna Zelch

Worship Arts

Ad-Hoc Opening Committee

OTHER

Beacon Article

Continuing to develop "Developing Our Faith"

Cleaning and reorganizing DOF wing

Pack up Christmas Decorations

Chaplain members of the congregation
Homeless Stand Down

MINISTORIAL

Roadside Pulpit
Sanctuary Set up / clean up
Check in with congregation members
EMAIL / Facebook communications
Chaplain members of the congregation
Wrote and edited worship services

Since the last board meeting I have:

1. Conducted an exit interview with Linda Work
2. Researched church rentals to communicate with an individual who wishes to rent the church on Saturday June 25th for a memorial service; including photographing the areas of the church he is interested in renting and sending all the info regarding rentals and a contract
3. Listed an administrative assistant job opportunity with Facebook, Craigslist and Indeed, vetted, responded and set up zoom interviews for candidates
4. Started researching how to conduct the annual meeting; working on a timeline of what needs to be done and when
5. Chaired the Ad Hoc Committee on Reopening
6. At least 2 times per week at the church to pick up the mail and check on what needs done (water plants, check email, check lights are off, doors are locked etc.)
7. Check-ins with the nominating committee and the minister's search team
8. Changed the outgoing message on the church voice mail to list my name and number as a contact since we do not have anyone in the office on a regular basis checking messages

Respectfully submitted,

Mary Mason
Chair, ESUUC Board of Trustees

East Shore Unitarian Universalist Church
 Treasurer's Report to the Board
February 20 ,2022

Name of Account	Balance as of 1/31/22
First Nat. Bank Checking Account per Bank	\$50,236.96
Fidelity Account	\$27,199.08
Building Fund (3768)	\$165,188.96
Memorial Garden (1844)	\$14,998.32
Kluth Fund (1847)	\$ 7,935.59
Ropog Fund (1850)	\$ 6,630.37
Fahr Fund (6078)	\$ 20,208.97
Music Fund per books 01-2313	\$ 4,775

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

- Building fund donations January 2022; \$ 2.040
- MCF Donations January 2022 \$18,000 (included in FNB Checking)
- February 2022 payroll – \$7,550 (estimate)
- January Loose offerings:
 - Hands On NEO \$78.00

, Current Projects as of January 31, 2021

- House Next Door (authorized \$15,000) Spend \$7,540.00
- \$2000 was allocated to Emergency Lighting 6-13-21, \$168.24 spent.

For the financial statements: Ministers Total Expense July 1, 2021 thru January 31, 2022

BUDGET YTD	\$36,124.66
EXPENSED YTD	\$29,986.62
Under:	\$6138.14

A new Money Management Account at FNB was open for the MCF as of February 10. The opening balance is \$18,000.

FY21 Financial Review will occur when the church re-opens

Respectfully submitted,
 Shirley Hairston, Treasurer

EAST SHORE UNITARIAN UNIVERSALIST CHURCH

Income and Expense Statement
January 2022 Operations Statement

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	Current Period	Year to Date	Year to Date Budget	Annual Budget	Annual Budget Percentage
INCOME					
CONTRIBUTIONS					
PLEDGES					
Pledges 2021-2022	\$4,503.00	\$126,602.50	\$99,267.56	\$170,173.00	74.40%
LOOSE OFFERINGS					
Loose Offerings	65.00	1,419.50	1,750.00	3,000.00	47.32%
GIFTS					
General & Memorial	0.00	0.00	11,345.81	19,450.00	0.00%
Subtotal Contributions	4,568.00	128,022.00	112,363.37	192,623.00	66.46%
RENT					
Church Rental Misc.	0.00	0.00	466.69	800.00	0.00%
FUND RAISING					
Auction	0.00	0.00	0.00	6,000.00	0.00%
Spec. fundraising events					
St. Pauly Textile	0.00	300.28	408.31	700.00	42.90%
Environmental Action Grp					
Amazon Smile Donations	0.00	178.41	39.99	80.00	223.01%
Misc. Fund Raising	0.00	41.69	0.00	0.00	0.00%
Subtotal Environmental Action Grp	0.00	220.10	39.99	80.00	275.13%
Subtotal Fund Raising	0.00	520.38	448.30	6,780.00	7.68%
OTHER					
Interest earned	0.78	74.30	58.31	100.00	74.30%
Other	121.22	121.22	700.00	1,200.00	10.10%
Subtotal Other	122.00	195.52	758.31	1,300.00	15.04%
TOTAL INCOME	4,690.00	128,737.90	114,036.67	201,503.00	63.89%

EAST SHORE UNITARIAN UNIVERSALIST CHURCH

Income and Expense Statement
January 2022 Operations Statement

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	Current Period	Year to Date	Year to Date Budget	Annual Budget	Annual Budget Percentage
EXPENSES					
MINISTERIAL					
MINISTER					
Salary	\$2,244.00	\$12,070.88	\$19,893.09	\$34,102.38	35.40%
End of contract bonus	0.00	0.00	1,166.69	2,000.00	0.00%
Housing	1,540.00	7,700.00	6,356.98	10,897.62	70.66%
Min Health Ins Allowance	0.00	335.09	2,345.63	4,021.08	8.33%
Professional Expenses	0.00	-0.30	2,625.00	4,500.00	-0.01%
Pension	0.00	750.00	2,625.00	4,500.00	16.67%
MINISTER, OTHER EXPENSES	0.00	0.00	2,008.16	3,442.50	0.00%
Minister - Workers Comp	36.15	110.39	125.09	214.40	51.49%
Contract Pastoral Care	0.00	0.00	145.81	250.00	0.00%
Subtotal Minister - Workers Comp	36.15	110.39	270.90	464.40	23.77%
Ministerial Services	0.00	2,657.20	0.00	0.00	0.00%
Subtotal Ministerial	3,820.15	23,623.26	37,291.45	63,927.98	36.95%
ADMINISTRATION					
OFFICE EXPENSES					
Office Expenses	0.00	121.88	291.69	500.00	24.38%
Copier Expenses	106.56	1,245.70	1,341.69	2,300.00	54.16%
Postage	0.00	116.00	87.50	150.00	77.33%
Bank Fees/Supplies	0.00	0.00	175.00	300.00	0.00%
Subtotal Office Expenses	106.56	1,483.58	1,895.88	3,250.00	45.65%
SECRETARY					
Sec Compensation	344.50	3,690.13	6,028.75	10,335.00	35.71%
Sec FICA Employer Exp	26.36	282.31	461.23	790.63	35.71%
Sec Worker's Compensation	0.00	18.15	54.39	93.20	19.47%
Subtotal Secretary	370.86	3,990.59	6,544.37	11,218.83	35.57%
Subtotal Administration	477.42	5,474.17	8,440.25	14,468.83	37.83%
ORGANIZATION					
EXTERNAL					
UUA /CRE Prog Fund Pledge	0.00	3,190.00	3,190.00	6,380.00	50.00%
INTERNAL					
Board Discretionary Fund	0.00	132.16	58.31	100.00	132.16%
Subtotal Organization	0.00	3,322.16	3,248.31	6,480.00	51.27%
WORSHIP					
Worship Arts	0.00	386.99	1,079.19	1,850.00	20.92%
Music & Musicians	400.00	1,350.00	1,166.69	2,000.00	67.50%
Worship Experience					
Audio	0.00	0.00	58.31	100.00	0.00%
Artwork and Podium Decor	0.00	0.00	116.69	200.00	0.00%
Subtotal Worship Experience	0.00	0.00	175.00	300.00	0.00%
Subtotal Worship	400.00	1,736.99	2,420.88	4,150.00	41.86%
REL. EDUCATION					
D R E					

EAST SHORE UNITARIAN UNIVERSALIST CHURCH

Income and Expense Statement
January 2022 Operations Statement

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	Current Period	Year to Date	Year to Date Budget	Annual Budget	Annual Budget Percentage
DRE Compensation	2,737.00	19,159.00	13,685.00	23,460.00	81.67%
DRE FICA Employer Exp	209.38	1,465.67	1,046.92	1,794.69	81.67%
DRE Worker's Comp	0.00	38.76	98.98	169.65	22.85%
DRE Pension	191.52	1,448.84	1,368.50	2,346.00	61.76%
DRE Prof Expenses	0.00	0.00	583.31	1,000.00	0.00%
Subtotal D R E	3,137.90	22,112.27	16,782.71	28,770.34	76.86%
R E COMMITTEE					
Curriculum/Supplies	0.00	805.45	875.00	1,500.00	53.70%
Young Adults 19-25					
Teens	0.00	0.00	350.00	600.00	0.00%
Library	0.00	0.00	58.31	100.00	0.00%
Subtotal Young Adults 19-25	0.00	0.00	408.31	700.00	0.00%
Sunday Lunch					
Event Childcare	0.00	0.00	58.31	100.00	0.00%
Adult RE	0.00	0.00	87.50	150.00	0.00%
Subtotal Sunday Lunch	0.00	0.00	145.81	250.00	0.00%
Sunday child care	0.00	732.00	991.69	1,700.00	43.06%
Subtotal R E Committee	0.00	1,537.45	2,420.81	4,150.00	37.05%
Subtotal Rel. Education	3,137.90	23,649.72	19,203.52	32,920.34	71.84%
MEMBERSHIP					
MEMBERSHIP					
Membership Coordinator					
Membership Committee	0.00	-0.06	291.69	500.00	-0.01%
Growth Task Force					
Pancake Breakfast	0.00	0.00	0.00	50.00	0.00%
Subtotal Membership	0.00	-0.06	291.69	550.00	-0.01%
PROMOTION					
Publicity/Promotion	0.00	0.00	87.50	150.00	0.00%
CARE					
Journey Committee	0.00	0.00	58.31	100.00	0.00%
Pastoral Care	0.00	0.00	58.31	100.00	0.00%
Subtotal Care	0.00	0.00	116.62	200.00	0.00%
Subtotal Membership	0.00	-0.06	495.81	900.00	-0.01%
SOCIAL JUSTICE					
Social Justice Com	0.00	0.00	176.19	302.00	0.00%
FACILITIES					
SERVICES AND SUPPLIES					
Cleaning Service	437.00	2,541.50	4,200.00	7,200.00	35.30%
Cleaning Supplies	0.00	15.73	291.69	500.00	3.15%
Subtotal Services And Supplies	437.00	2,557.23	4,491.69	7,700.00	33.21%
UTILITIES					
Electricity	741.62	6,094.19	5,250.00	9,000.00	67.71%
Internet & Telephone	159.97	1,059.79	991.69	1,700.00	62.34%

EAST SHORE UNITARIAN UNIVERSALIST CHURCH

Income and Expense Statement
January 2022 Operations Statement

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	Current Period	Year to Date	Year to Date Budget	Annual Budget	Annual Budget Percentage
Waste Disposal Service	214.45	1,493.94	1,166.69	2,000.00	74.70%
Natural Gas	650.25	1,550.23	1,458.31	2,500.00	62.01%
Water	322.48	1,395.07	1,283.31	2,200.00	63.41%
Sewer	500.00	1,600.00	1,166.69	2,000.00	80.00%
Stormwater Management	21.00	21.00	816.69	1,400.00	1.50%
Insurance	0.00	5,940.00	3,441.69	5,900.00	100.68%
Subtotal Utilities	2,609.77	19,154.22	15,575.07	26,700.00	71.74%
BUILDING LOAN PAYMENTS					
Mortgage Payments	2,485.26	18,857.30	19,952.66	34,204.56	55.13%
Subtotal Facilities	5,532.03	40,568.75	40,019.42	68,604.56	59.13%
FACILITIES COMMITTEE					
BLDG MAINTENANCE					
Building Maintenance	0.00	517.19	1,400.00	2,400.00	21.55%
Security	39.00	304.30	233.31	400.00	76.08%
Equip Inspection/Fees	0.00	2,270.06	116.69	200.00	1,135.03%
Equipment Repair - Audio					
Pest Control	0.00	0.00	525.00	900.00	0.00%
Subtotal Bldg Maintenance	39.00	3,091.55	2,275.00	3,900.00	79.27%
GROUNDS MAINTENANCE					
Snow Plowing	900.00	2,870.00	3,120.81	5,350.00	53.64%
Lawn Mowing	0.00	94.84	100.00	200.00	47.42%
Grounds Maintenance	0.00	4,805.46	758.31	1,300.00	369.65%
KITCHEN					
Kitchen	0.00	0.00	87.50	150.00	0.00%
Coffee	0.00	-176.55	186.69	320.00	-55.17%
Subtotal Kitchen	0.00	-176.55	274.19	470.00	-37.56%
Subtotal Grounds Maintenance	900.00	7,593.75	4,253.31	7,320.00	103.74%
Subtotal Facilities Committee	939.00	10,685.30	6,528.31	11,220.00	95.23%
FINANCE					
Stewardship	0.00	0.00	291.69	500.00	0.00%
TOTAL EXPENSES	14,306.50	109,060.29	118,115.83	203,473.71	53.60%
EXCESS INCOME/EXPENSES	-\$9,616.50	\$19,677.61	-\$4,079.16	-\$1,970.71	-998.50%



EAST SHORE UNITARIAN UNIVERSALIST CHURCH
Board of Trustees
Action Plan from Sunday January 16 2022 Meeting

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