

## **ESUUC BOARD APRIL 2022 BOARD MEETING AGENDA**

EAST SHORE UNITARIAN UNIVERSALIST CHURCH  
Board of Trustees Meeting Agenda  
Sunday April 24, 2022—12:30 pm in the church

Item:

Centering: Reverend George Buchanan

Check In

Agenda Updates

Secretary's Report  
Minutes – March 20, 2022 Board Meeting

Reports:

- A. Search Team: followed by an executive session to discuss proposed contract
- B. Nominating Committee
- C. Committee on Ministry
- D. Building Our Future team report
- E. Buildings and Grounds
- F. Membership
- G. Stewardship
- H. Chair
- I. Minister
- J. Director of Faith Development
- K. Treasurer
- L. Financial Secretary

Unfinished Business/Action Plan

Review Action Plan

New Business

Old Business

1. Zoning board restriction on temporary signs

Action Plan

Add action items from today's meeting

Leaving: Reverend George Buchanan



East Shore UU  
April 24 2022

Minutes

**Board of Trustees**

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

**Attending**

Halcyon Domanski	x	Marten Schreiber	x
Patrick McGovern	x	Rev. George Buchanan	x
Nancy Tozer	x		
Dave Michel	x	Other members of the congregation	x

Meeting called to order by. Reading by Rev George from Chief Dan George from the First Nation Coast Salish on the Northwest Coast. Check in.

**Motion made by Shirley to dispense with reading of the March, 2021 Minutes; Minna seconded and motion passed. Shirley moved and Mary SM seconded to approve the minutes from March 20, 2022.**

**Reports:**

A. Search Team-

B. Nominating committee- Nancy presented the slate: See attachment. Discussed having Bree have two roles, which reduces the numbers of votes. Board to appoint someone to take her second year as trustee at large. Minna has volunteered. Also discussed having the board mtg all in

person, including voting. Recommendation to have a pre-annual meeting zoom discussion, but then have annual meeting in person, with in-person voting. Request that the annual meeting minutes are given to the treasurer and new board chair so they can change signature cards at the bank. Discussed having more people on the nominating slate than there are positions for. Motion to accept the slate, amended to remove Bree as serving her second year of trustee as large (listed as be determined), Shirley moved Minna seconded,

- C. COM – Main topic of last meeting was how ministers are working with WA and smooth running service- which seems to be working well. Agreed today's service was great all around. COM going forward will be to plan to smooth transition. Will do May meeting together with WA.
- D. Building our future committee: Background= this came out of the leadership retreat in fall 2021. Team was 11 people. 8 who attended regularly. Gathered information about the current buildings and grounds. Identified 4 options, draft survey to give to congregants, and a decision tree for making a decision. Some of the figures in the draft document are current, and some are older bids (from last fall). Reviewed the proposal to the board. Discussion: NHD rehab costs: Dan has gone through HND with a contractor. He charges \$35/hour, for 100 of work he could finish out the interior (labor costs only), except flooring. The committee's numbers came from Barb Ropog's conversation with contractors that were most all inclusive bids. Should it be used just for storage, it wouldn't need to be ADA accessible. Church Mutual will not insure that building unless it is used as storage and won't insure the garage even for storage. Also discussed options related to rezoning the property for the HND. Prior to potentially sending a survey to the congregation there need to be several informational sessions, so people have a sense of what's being discussed. The committee was deeply thanked for their hard work, also the people who have donated countless volunteer hours to keep the properties running.
- E. Proposed budget for 2023. Income – stewardship campaign did well, Really need to have the auction this coming year. Only other major budget change item was raising music to \$4000 so we can hire someone to be part time music director. Changes to budget – change general and membership to 11,000, which will add a little more money for gas for lawn mowers.

**Maggie moved and Mary SM seconded to approve to recommend the budget as presented to send to congregation for a vote. Passed unanimously.**

- F. Treasurer's report: Shirley will be out of the country for 2 weeks, and wouldn't be able to make a quick transfer, so she moved \$10,000 from Fidelity to checking account to cover payroll. Have been no deposits for 2 weeks because Sue was out of town. She returns Tuesday. Financial review is not yet completed. Will be completed before next meeting. Want approval for \$10,000 from Building Fund for cleaning our drains in parking lots (including camera to make sure they are clean), and rewiring junction box outside. May 15<sup>th</sup> service will be a music/piano appreciation service. **Mary SM moved and Minna seconded to receive the treasurers report. Motion passed**

- G. Financial Secretary: Report sent- attached. Running ahead of schedule on pledges. Mortgage payment didn't show up on posted report, but it was paid. Will show up in April. Started getting a credit on the water bills, not sure why. Mark will keep following up on this.
- H. Buildings and Grounds- Clean out drains for parking lot and then run camera to see what kind of shape they are in. Could run between \$1000 and \$7000. Hoping to pick contractor tomorrow. Second item is junction box for wires to lift station and exterior lights, the insulation on some of the wires are bad. Could cost \$3,000. **Shirley moved we allocate up to \$10,000 from capital fund to pay for these two projects (junction box and wiring, cleaning parking lot drains and camera scoping of the drain lines). Mary SM seconded. Motion passed.** Hopefully we find that the drain lines are in good shape. Before the parking lot is resurfaced, we will need to dig out around and re-install collars on the drains. Don't have a price for this yet. On first drain from 306, might also need to redo a pipe that leads to the exterior electrical junction box. Leaking exterior faucet (by kitchen)- It didn't have a shut-off (which was on the plans). Shut was installed, and they are waiting for a part to get faucet repaired. Need a type K fire extinguisher for the kitchen – those are pricey. Might take this out of emergency equipment budget. Question of whether we are insured for non-members who use the playground. Halcyon says in the past she thought we were covered. Looking to replace fencing around HVAC units and trash by kitchen. Might use vertical boards, stained to be similar color.
- I. Membership – report sent. We have 145 members. Pancake Breakfast set for June 26. He needs lots of help for this event. He is asking for volunteers to assist with Sunday morning greetings. (Note there is a memorial service the day before, using the kitchen).
- J. Stewardship- \$176,386 with 94% of goal with 71 pledges.
- K. Chair- no report sent. Looking at people who have not contributed in 5 years. If they don't commit to pledge, they will be removed from membership in June or July. Having hiring (now 2) administrative assistants.
- L. Minister- written report sent. Met with all ministers. Everyone is good. **SCAN REPORT**
- M. Faith Development – report submitted- attached. Take the last 2 weeks of June and 1<sup>st</sup> week of July off (except she is working a booth at Geauga Pride for ESUUC and SOGI)

### Reviewed Action Items List from March 20,2022 meeting

Person Responsible	Action/To Do	
Maggie	Check with Jan Hurwitz about moving our committee work faster.	c

Marten	Work on septic for HND	c
Marten	Work on plumbing issue near pantry	c
Marten	Talk with mem garden committee about cleaning out woods areas vs other sound barrier option	i
Halcyon	Continue to work on temporary sign issue with Kirtland. Talk with Dan Bond re: legal language on regulation.	
Board	Decide about giving level plaques.	i
Mary	Call waste management re: piano keyboard	c
<b>OLDER ISSUES</b>		
Shirley Hairston	Paypal on the website	i
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	c
Mary M	Continue process of determining who might not qualify as current member, and reach out to them.	c
Halcyon	Get dolly put under new piano	c
Mary M	Introduce Rev Meg to congregation	c
Maggie	Check with Jan Hurwitz about moving our committee work faster.	c
Board	Address what we want to add to the Building our Future documents before they are presented to the congregation	
Barb Opie	Bring music contract	
Mark G, Mary B, Patrick MG	Financial review	
Shirley,	Ask church mutual if non-members using the playground are covered.	
??	Need to clean our grease trap in kitchen before June 25 (to use dishwasher)	
Halcyon	Ask people if they still need keys to church – if they don't need them bring them back	

STATUS: C = Complete, I = Incomplete

## **New Business**

1)

## **Old Business**

- 1) Zoning Board Restriction on temporary signs – St Pauly’s Clothing bin sign. Can only have it up for 45 days a year if we pay \$50. Zoning is subject to the religious freedom act. If we want to fight it we might use that argument. Might ask St Pauly’s if they would put up a permanent sign. Discuss whether we need a new larger/more visible sign out front that might include the clothing donation. It’s possible we never got a permit for the sign.

Rev George read closing words from Six Nations declaration to United Nations.

Everyone moved to adjourn Board Meeting & eeryon seconded. Meeting adjourned at 3:24.

Next Meeting: May 19, 2022 2:00 via Zoom.

Submitted by Maggie Calkins

Love, Revere, Discover, Connect

May 1 Mark G

May 8 Kristine

May 15 Mary Mason

May 22 Maggie

May 29 Mary SM

June 5 Clark

June 12 Shirley

June 19 Mary Mason

## **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

April 24, 2022

*~And how is the congregation?*

### **CURRENT ISSUES**

#### **WORSHIP**

Wrote, Delivered and edited Blessing of the Animals and Easter service, support and sound for Passover service, Delivered Tenebrae service, edited 3/20 and 27/2022.

#### **FAITH DEVELOPMENT CLASSES**

Continuing developing faith through Soul Matters curriculum. Working on FD Sunday. Held teen Easter party where Easter Eggs were filled and Passover To-Go bags were created. Working on Summer Curriculum; Creation Myths from around the world.

#### **FIELD TRIPS / CHURCH GATHERINGS**

Akron Family Zoo Field Trip

Homeless Stand Down Church Gathering

Upcoming – Spring/Summer Holden Arboretum, Glen Cemetery, Summer Lake Gatherings

#### **RE CLASSES OR GROUPS**

Faith Development Class

3 Circle of Mom

First Wednesday Night

2 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”

Chaplain members of the congregation

Homeless Stand Down Church Gathering

Teen Easter Party

#### **SECRETARIAL**

Order of Service,

Phone

E-mails

Mail  
Ordered Coffee  
Misc.  
Training Secretary

**MINISTORIAL**

Roadside Pulpit  
Sanctuary Set up / clean up  
Check in with congregation members  
E-mail / Facebook communications  
Chaplain members of the congregation  
Wrote and edited worship services  
Kirtland Meeting about temporary roadside signs  
Answering Mail  
Worship

**PERSONAL**

Halcyon will be on vacation the last two weeks of June and the first week of July. She will be in town and available for emergencies.



Ministers' report to the April 24, 2022 meeting  
Of the Board of  
East Shore Unitarian Universalist Church

East Shore is currently served by four UU ministers, each working part time: George Buchanan, Joe Donatone, Megan Mathieson and Rina Shere. This report covers their work for East Shore March 14 to April 17 inclusive.

General:

- This four-person ministerial team has been meeting once per month via Zoom.

Worship:

- Reverend Meg attended the most recent Worship Arts team meeting via Zoom. She has been assisting that team with worship planning until the end of June.

Governance:

- Reverend Joe attended the most recent Committee on Ministry meeting via Zoom. Reverend George attended the previous Board meeting via Zoom.

# *Membership Committee Report*

April 24, 2022

- ✠ Our membership count is 145.
- ✠ The Annual Pancake Breakfast is scheduled for Sunday, June 26, 2022. Help is needed for setup, cooking, serving/clearing and cleanup. Sign-up sheets will be posted in the Narthex.
- ✠ 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.

Respectfully submitted,

Patrick McGovern

Membership Committee Chair

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

Name of Account	Balance as of 3/31/2022
First Nat. Bank Checking Account <b>per Bank</b>	\$18,648.65
<b>Fidelity Account</b>	<b>\$27,199.52</b>
Building Fund (3768)	\$169,032.35
Memorial Garden (1844)	\$14,998.69
Kluth Fund (1847)	\$ 7,935.79
Ropog Fund (1850)	\$ 6,630.53
Fahr Fund (6078)	\$ 20,209.49
Ministers Compensation fund (MCF)	\$18,001.97
Music Fund per books 01-2313	\$ 4,775.00

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

- Building fund donations March, 2022 ; \$ 2,400.00
- Mortgage Balance: \$348,848.16
- April 2022 payroll – \$7,550 (estimate)
- March Loose offerings:
  - SOGI: \$202.50
  - Salvation Army \$55.00

, Current Projects as of March, 2022

- House Next Door (authorized \$15,000) Spend \$7,740.00
- \$2000 was allocated to Emergency Lighting 6-13-21, \$1,208.74 spent.

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

BUDGET YTD	\$46,446.12
EXPENSED YTD	\$40,267.01
Under:	\$6,179.11

Other items to report:

- FY21 Financial Review has not been completed.
- In April \$10,000 was transferred from the fidelity account to the operations to avoid any projected cash flow shortfalls. The FY 22 budget included 19,000 from the fidelity account.
- Music committee would like to contract with a musician for next year.

Respectfully submitted,  
Shirley Hairston, Treasurer

EAST SHORE UNITARIAN UNIVERSALIST CHURCH  
Proposed Budget FY2023

		FY23 Budget	7.1.21-2.28.22	Annualized	fy22 Budget
<b>INCOME</b>					
Pledges 2020-2021			\$0.00	\$0.00	\$0.00
Pledges 2021-2022	<b>ACTUAL</b>	176,386.00	127,747.50	172,000.00	170,173.00
Loose Offerings		3,000.00	1,459.50	2,502.00	3,000.00
<b>GIFTS</b>					
General & Memorial	<b>11.7 from LL</b>	16,700.00	0.00	0.00	19,450.00
Ministers comp fund	<b>new</b>	<b>23,000.00</b>			
Church Rental Misc.		800.00	0.00	500.00	800.00
<b>Auction</b>		<b>6,000.00</b>	0.00	0.00	6,000.00
Spec. fundraising events		100.00	0.00	0.00	0.00
St. Pauly Textile		600.00	350.28	600.48	700.00
Amazon Smile Donations		150.00	178.41	178.41	80.00
Misc. Fund Raising		0.00	41.69	41.69	0.00
Interest earned		100.00	74.30	74.30	100.00
Other		1,200.00	197.03	197.03	1,200.00
<b>TOTAL INCOME</b>		<b>228,036.00</b>	<b>130,048.71</b>	<b>130,048.71</b>	<b>201,503.00</b>

## EXPENSES

### MINISTERIAL

#### MINISTER

Salary	47,800.00	\$14,314.88	\$14,314.88	\$34,102.38
End of contract bonus		0.00	0.00	2,000.00
Housing	13,200.00	9,240.00	9,240.00	10,897.62
Min Health Ins Allowance	8,747.00	335.09	335.09	4,021.08
Professional Expenses	2,486.00	-0.30	-0.30	4,500.00
Pension	6,100.00	928.80	928.80	4,500.00
MINISTER, OTHER EXPENSES	4,667.00	0.00	0.00	3,442.50
Minister - Workers Comp	215.00	144.54	144.54	214.40
Contract Pastoral Care	250.00	0.00	0.00	250.00
Ministerial Services	0.00	3,232.20	3,232.20	0.00

### ADMINISTRATION

#### OFFICE EXPENSES

Office Expenses	500.00	121.88	121.88	500.00
Copier Expenses	2,300.00	1,582.06	1,582.06	2,300.00
Postage	150.00	116.00	116.00	150.00
Bank Fees/Supplies	300.00	0.00	0.00	300.00

### SECRETARY

Sec Compensation	11,400.00	3,690.13	3,690.13	10,335.00
Sec FICA Employer Exp	853.86	282.31	282.31	790.63
Sec Worker's Compensation	100.00	18.15	18.15	93.20

### ORGANIZATION

UUA /CRE Prog Fund Pledge	6,380.00	3,190.00	3,190.00	6,380.00
Board Discretionary Fund	100.00	132.16	132.16	100.00

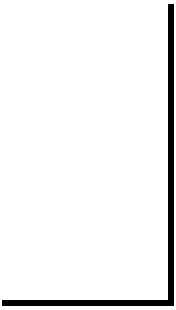
### WORSHIP

Worship Arts	1,850.00	386.99	663.41	1,850.00
Music & Musicians	<b>4,000.00</b>	1,350.00	1,350.00	2,000.00
Worship Experience				

Audio	100.00	0.00	0.00	100.00
Artwork and Podium Decor	200.00	0.00	0.00	200.00
REL. EDUCATION				
D R E				
DRE Compensation	23,460.00	21,896.00	23,460.00	23,460.00
DRE FICA Employer Exp	1,794.69	1,675.05	1,794.69	1,794.69
DRE Worker's Comp	169.65	38.76	169.65	169.65
DRE Pension	2,346.00	1,722.54	2,346.00	2,346.00
DRE Prof Expenses	1,000.00	0.00	1,000.00	1,000.00
Curriculum/Supplies	1,400.00	805.45	1,380.77	1,500.00
Young Adults 19-25				
Teens	600.00	0.00	0.00	600.00
Library	100.00	0.00	0.00	100.00
Sunday Lunch				
Event Childcare	100.00	0.00	0.00	100.00
Adult RE	150.00	0.00	0.00	150.00
Sunday child care	1,700.00	732.00	1,254.86	1,700.00
Membership Committee	500.00	-0.06	-0.06	500.00
Pancake Breakfast	50.00	0.00	0.00	50.00
PROMOTION				
Publicity/Promotion	150.00	0.00	0.00	150.00
Journey Committee	100.00	0.00	0.00	100.00
Pastoral Care	0.00	0.00	0.00	100.00
SOCIAL JUSTICE				
Social Justice Com	290.00	0.00	0.00	302.00
FACILITIES				
SERVICES AND SUPPLIES				
Cleaning Service	5,000.00	2,541.50	4,356.86	5,000.00
Cleaning Supplies	400.00	15.73	15.73	500.00
UTILITIES				
Electricity	12,000.00	6,567.41	11,258.42	9,000.00
Internet & Telephone	2,000.00	1,219.76	2,091.02	1,700.00
Waste Disposal Service	2,500.00	1,775.17	3,043.15	2,000.00
Natural Gas	2,600.00	1,550.23	2,657.54	2,500.00
Water	3,100.00	1,771.58	3,036.99	2,200.00
Sewer	2,800.00	1,600.00	2,742.86	2,000.00
Stormwater Management	1,400.00	689.19	1,181.47	1,400.00
Insurance	5,940.00	5,940.00	5,940.00	5,900.00
BUILDING LOAN PAYMENTS				
Mortgage Payments	29,820.00	18,857.30	32,326.80	34,204.56
FACILITIES COMMITTEE				
BLDG MAINTENANCE				
Building Maintenance	2,400.00	517.19	517.19	2,400.00
Security	400.00	343.30	343.30	400.00
Equip Inspection/Fees	4,700.00	2,707.06	4,640.67	200.00
Equipment Repair - Audio				
Pest Control	900.00	0.00	0.00	900.00
GROUNDS MAINTENANCE				
Snow Plowing	5,350.00	2,870.00	2,870.00	5,350.00
Lawn Mowing	450.00	94.84	94.84	200.00
KITCHEN				
Kitchen	150.00	0.00	0.00	150.00
Coffee	0.00	-176.55	-176.55	320.00

FINANCE				
Stewardship	500.00	0.00	0.00	500.00
2020 Property Damage		0.00	0.00	0.00
TOTAL EXPENSES	228,019.20	119,623.80	119,623.80	203,473.71

Total Income	228,036.00
Difference      Exp. Gap	\$16.80



Full time

FY22 is not the correct amounts due to the set up of services. Use the amounts in the treas. report for ME2.22

for FY22 only      83465

East Shore Unitarian Universalist Church  
Ad Hoc Committee on Building Our Future  
Report to the Board of Trustees

The Committee has identified four options relating to the future of the church buildings and properties:

1. Keep the Main Church Building, the House Next Door, and all associated properties.
2. Keep the Main Church Building and its associated properties; sell the House Next Door and its associated properties, after reconfiguring the property to allow the Memorial Garden to remain on church property
3. Sell the Main Church Building and its associated properties; keep the House Next Door and its associated properties, including the Memorial Garden.
4. Sell the Main Church Building, the House Next Door, and all church properties.

Consequences and financial considerations of each of these options are presented below.

**Option 1: Keep the Main Church Building, the House Next Door, and all associated properties.**

- Our buildings and property currently cost us about \$79,355 a year for mortgage, utilities, insurance, maintenance, custodial service, and property upkeep. This represents about 39.4% of the annual budget. This figure does not take into account the countless volunteer hours required to maintain and keep up the building and the property—hours which seem to be harder and harder to come by.
- Needed capital repairs to the Main Church Building and its properties are estimated at \$212,000. Estimated cost of repairing the House Next Door and its properties in order to make it useable is \$115,462. The total of needed repairs is \$327,462. The Capital Building Fund currently has \$165,000 for these repairs, with another \$28,000 expected contributions—for a total of \$193,000. That leaves a capital fund shortfall of \$134,462. (**Note:** If the House Next Door would only be used for storage, the cost of repairs would be reduced to \$31,962; and the capital fund shortfall would be reduced to \$50,962.)
- Possible uses of a “fixed-up” House Next Door include: Meeting space, RE space, housing for refugee family/families, taxable pantry, minister housing, and/or storage. Depending on the eventual use of the House Next Door, the cost of upkeep and maintenance would most likely increase, adding to the total noted above.
- Possible options for mitigating costs of keeping, maintaining, and repairing all buildings and properties include: Increasing income from pledges; reducing size of parking lot; making greater effort to rent space in the Main Church Building (WeWork?); sharing the Building (and costs) with another religious congregation (eg, AmShalom, Muslim Association of Cleveland East); conducting a new capital campaign. All of these activities would require additional volunteer hours and/or the hiring of individuals to accomplish the work.

**Option 2: Keep the Main Church Building and its associated properties; sell the House Next Door and its associated properties, after reconfiguring the property to allow the Memorial Garden to remain on church property.**

- It would still cost us about \$75,535 (and, as noted above, countless volunteer hours) a year for mortgage, utilities, insurance, maintenance, custodial service, and property upkeep for the Main Church Building and its associated property.
- As noted in Option 1, needed capital repairs to the Main Church Building and its properties are estimated at \$212,000. The Capital Building fund, expected to be \$193,000, would cover all but \$19,000 of that amount.
- Sale of the House Next Door would require us to find storage space for what is currently stored in the building. Some space could be found in the Main Church Building; but a storage shed would still be needed for our lawn and garden equipment. Cost of such a shed is estimated at \$15,000.



- The sale of the House Next Door and its reconfigured property could net as much as \$88,904 after expenses for closing costs, required repairs (eg, the septic system), reconfiguring the property, and finding alternate storage options.

**Option 3: Sell the Main Church Building and its associated properties; keep the House Next Door and its associated properties, including the Memorial Garden.**

- After expenses for paying off the mortgage (currently about \$360,000), closing costs, and required repairs, the sale of the Main Church Building and its associated properties could net as much as \$651,174.
- Estimated cost of repairing the House Next Door and its properties in order to make it useable is \$115,462, \$7,500 of which has been allocated from the Capital Building Fund. Most or all of the remaining costs could be covered by other Capital Building Fund monies if they are no longer needed for the Main Church Building once it is sold. (**Note:** If the House Next Door would be used only for storage, the cost of repairs would be reduced to \$31,962.)
- Possible uses of a “fixed-up” House Next Door under this option might include: Meeting space, retreat space, housing for refugee family/families, taxable pantry, minister housing, and/or storage.
- It currently costs about \$3,820 annually for utilities, insurance, maintenance, and property upkeep for the House Next Door and its associated properties. Depending on the eventual use of the House Next Door, the cost of upkeep and maintenance would most likely increase, adding to this amount.
- Under this option, it has been suggested that proceeds from the sale of the Main Church Building and its associated properties might be used to demolish the House Next Door and build a smaller church building on the House Next Door property.
- Other options for East Shore Church if we sell the Main Church Building include: renting space from another congregation, renting space elsewhere, or purchasing a smaller building/property.

**Option 4: Sell the Main Church Building, the House Next Door, and all church properties.**

- After expenses for paying off the mortgage (currently about \$360,000), closing costs, required repairs, and relocating the Memorial Garden, the sale of all buildings and properties could net as much as \$727,578.
- Options for East Shore Church if we sell all properties include: renting space from another congregation, renting space elsewhere, or purchasing a smaller building/property.
- A location for the Memorial Garden would have to be found if this option were selected.

Details for the amounts presented in the above options can be found in the following tables.

**DETAILS RELATING TO "THE HOUSE NEXT DOOR" AND PROPERTY**

Estimated Costs to Fix Up Make Useable		Current Annual Budgeted Costs to Maintain		Potential Net from Sale of House Next Door and Property	
Update septic	\$ 15,000	Utilities	\$ 2,430	Sale Price	\$ 121,000
Siding/Exterior	\$ 15,462	Building maintenance	\$ 390	Closing costs	\$ (9,596)
Interior	\$ 75,000	Property upkeep	\$ 100	Required repairs	\$ (15,000)
Driveway/Other	\$ 10,000	Insurance	\$ 900	Reconfiguring Property to keep Memorial Garden	\$ (5,000)
Allocated from Capital Building Fund	\$ (7,500)			Finding/purchasing alternate storage options	\$ (15,000)
<b>TOTAL</b>	<b>\$ 107,962*</b>	<b>TOTAL</b>	<b>\$ 3,820</b>	<b>TOTAL</b>	<b>\$ 76,404</b>

\*This amount would be reduced to \$24,462 if the House Next Door would be used only for storage

## DETAILS RELATING TO THE MAIN CHURCH BUILDING AND PROPERTY

Needed Repairs		Current Annual Budgeted Costs to Maintain		Potential Net from Sale of Main Church Building and Property	
Roof	\$ 60,000	Mortgage	\$ 34,205	Sale Price	\$ 1,112,700
HVAC	\$ 28,000	Utilities	\$ 18,370	Mortgage Payoff	\$ (360,000)
Siding	\$ 80,000	Insurance	\$ 5,000	Closing Costs	\$ (63,526)
Driveway/Parking Lot	\$ 25,000	Building Maintenance	\$ 3,510	Required Repairs	\$ (25,000)
Electric Lift Station	\$ 4,000	Custodial Services	\$ 7,700	Relocate Memorial Garden	\$ (8,000)
Flooring	\$ 5,000	Property Upkeep	\$ 6,750	Other Costs	\$ (5,000)
Current Capital Building Fund	\$ (157,500)				
Expected Additional Capital Building Fund	\$ (28,000)				
<b>TOTAL</b>	<b>\$ 26,500</b>	<b>TOTAL</b>	<b>\$ 75,535</b>	<b>TOTAL</b>	<b>\$ 651,174</b>

### Other Considerations

It should be noted that at the current level of pledge support and budgeted income from other sources:

- East Shore cannot afford to hire a full-time minister. However, thanks to a generous donation, funds will be available for a full-time minister for the next five years.
- After expenses for our buildings and properties, personnel, and administration, our operating budget has only \$9,972 left for: faith development and religious education; Sunday worship and music; coffee hour; social justice, membership, publicity and promotion; and Journey Together and pastoral care. This represent 4.9% of our operating budget.

### Recommendations

The Building Our Future Committee recommends the following:

1. Through mail/email and in-person sessions, the information presented above should be shared with all members and friends of the congregation.
2. All members and friends of the congregation should be surveyed as to their opinions regarding the three options presented above (see Attachment A).
3. The Board should use a decision tree tool (see Attachment B) to move forward after the results of the congregational survey provide guidance to the Board.

## **ATTACHMENT B**

### **Decision Tree Tool**

#### **ESUUC Property Decision Considerations**

### **No Change To Property Ownership (continue to maintain)**

Develop Action Plan and Prioritize, Identify and Develop plans for shared use

### **Liquidate/Sell Property Holdings**

#### **KEEP CHURCH AND ASSOCIATED LAND**

Prioritize Action Plan based on:

- “Must Do Immediately
- Can be done next year or the following year
- List of needs for the future years to maintain
- Identify & develop plan for possible shared use

#### **SELL HOUSE NEXT DOOR AND ASSOCIATED LOT**

Prioritize actions needed to Sell “as is”:

- Resurvey property to move property lines to avoid loss of Memorial Garden
- Install privacy fence along southern and western property lines to protect church property

#### **KEEP HOUSE NEXT DOOR AND ASSOCIATED LOT AND SELL CHURCH**

Prioritize Action Plan based on:

- “Must do Immediately
- Can be done next year or the following year
- List of needs for the future years to maintain

#### **SELL MAIN CHURCH, AND HOUSE NEXT DOOR**

Prioritize Action Plan based on:

- “Must do Immediately
- Can be done next year or the following year

## ATTACHMENT A

### East Shore Unitarian Universalist Church Our Buildings and Grounds—Taking the Pulse of the Congregation

#### **Purpose of the Survey**

The East Shore Board of Trustees has charged a task force with making recommendations concerning the future of our buildings and properties on Chillicothe Road. This survey was developed to discover what the members of the congregation feel and think about this topic—in essence to “take the pulse” of the congregation when it comes to this important issue. The results of the survey will help the Board of Trustees formulate its recommendations to the congregation.

#### **Background Information**

In the survey, you will be asked to rate a number of options for the future of our buildings and properties. Before doing so, however, you are strongly encouraged to read carefully the Report to the Board of Trustees from the Building Our Future Committee. The information in that report will be very useful in helping you decide on your ratings.

#### **Survey**

What do we do? Below are four options for the future of our church buildings and properties. After carefully considering your own feelings and the information in the Building Our Future’s Report to the Board of Trustees, please indicate your rating of the options using the following scale:

- 5 – I strongly agree with this option
- 4 – I somewhat agree with this option
- 3 – I don’t feel one way or other about this option
- 2 – I somewhat disagree with this option
- 1 – I strongly disagree with this option

#### Rating

- \_\_\_\_\_ Keep the Main Church Building, the House Next Door, and all associated properties
- \_\_\_\_\_ Keep the Main Church Building and its associated properties; sell the House Next Door and its associated properties, after reconfiguring the property to allow the Memorial Garden to remain on church property
- \_\_\_\_\_ Sell the Main Church Building and its associated properties; keep the House Next Door and its associated properties, including the Memorial Garden
- \_\_\_\_\_ Sell the Church building, the House Next Door, and all church properties

**PLEASE CONTINUE THE SURVEY ON THE NEXT PAGE**

## ABOUT YOU

Please answer the following to provide important information about those who respond to the survey. All responses are confidential and will be maintained in statistical summary form only.

1. Age group: ( ) Less than 18 ( ) 18-24 ( ) 25-32 ( ) 33-40 ( ) 41-50  
( ) 51-60 ( ) 61-64 ( ) 65-75 ( ) 76+
2. Years attending ESUUC: ( ) 1 or less ( ) 2-5 ( ) 6-10 ( ) 11-15 ( ) 15-20 ( ) 21-25  
( ) 26-30 ( ) 31+
3. Do you currently have children in RE? ( ) Yes ( ) No
4. Have your children previously attended RE? ( ) Yes ( ) No
5. Are you currently a Member of East Shore UU Church? ( ) Yes ( ) No *If no, jump to Thank You.*
6. Years of Membership at East Shore UU Church: ( ) 1 or less ( ) 2-5 ( ) 6-10 ( ) 11-15  
( ) 15-20 ( ) 21-25 ( ) 26-30 ( ) 31+

Thank you for your time and assistance in this important effort.