



East Shore UU
October 16, 2022 minutes

Board of Trustees

Kristine Burkwood	x	Jerry Huelsenbeck	
David Michel	x	Maggie Calkins	x
Nancy Tozer	x	Kaaren Biggin	x
Bree Byrd	x	Lynne Killgore	x
		Mary Mason	

Attending

Halcyon Domanski	x	Marten Schreiber	x
Patrick McGovern			

Meeting called to order by Kristine at 2:33. Maggie read centering. Check in. Board Covenant read by Kristine.

Minutes of Sept 11, 2022 amended- corrected spelling of Killgore; Item G –should be ministers compensation fund (not discretionary). **Lynne moved and Nancy seconded to approve the amended minutes from September 11, 2022. Motion passed unanimously.**

Reports:

- A. Chair – report attached. Finalized Rev Joe’s contract completed and signed. Signed new bank signature card for minister’s discretionary account- Halcyon also needs to sign signature card in Chardon branch. Rev Will spoke today and they are working on additional dates. Halcyon’s contract also updated and signed. CNN filming went well (program might air early 2023). Working on a MOU for Aiyana. Has a potential liaison for the Silent Witness project.
- B. Minister- no report
- C. COM – no report
- D. Membership- see report, attached. Currently 122, looking for people for the committee

- E. Faith Development – report attached. Halcyon still needs Board Photo’s. No new information about the playground (re: adding additional mulch). Next year is the 100th anniversary for the flower communion- there might be some extra attention to this—looking for ideas.
- F. Treasurer: report attached. Pledges continue to outpace expenses. Also received unexpected check from Church Mutual, dividend for not having made claims in last 3 years. Up to date on payments. Utility rates all seem to be increasing.
- G. Finance committee – report attached. Income is higher than budgeted, expenses are lower than budgeted. Aiyana to help with getting W9 forms for occasional ministers/musicians. Started process to go back to see about old checks that haven’t cleared.
- H. Buildings and Grounds –1) Reviewed playground information from Church Mutual. We do need to have 9” of mulch 6’ out from equipment. Latest quote had mulch tapering off- not full depth. 2) Parking lot discussion in finance committee. \$3,815 estimated quote for some repairs for asphalt, would like to request approval for up to \$4,500. Discussion: from last catch basin to retention pond and there is almost no slope, so flow there is slow. The partial collapse at the top of the drain pipe doesn’t seem to be contributing to the slow flow. Marten will talk with Dan Bond about this partial collapse. This is separate from the driveway repairs. **Nancy moved we approve up to \$4500 from the capital building fund to make repairs to the parking lot. Bree seconded. Motion passed unanimously.** 3) Health Department came by and asked where our waste water goes (apparently, officials just trying to replace old paperwork that was lost in a fire; not necessarily a “problem”). 4) Weed control, not going to happen this year, will use string trimmer to trim it down. 5) Mice no longer attracted to peanut butter. Marten will try a different attractant. Might also try electronic/sonic systems. Needs to be on main level and in attics. Marten asked people to point out mice evidence to him before it gets cleaned it up. 6) The building is settling which sometime makes loud noises.

Reviewed Action Items List from September 2022 meeting

Person Responsible	Action/To Do	
David	Follow-up with garden company for mulch and ask for copy of original contract for finance committee (have maintenance agreement). Ask about their use of glyphosate. Still looking for original signed contract	C
Marten	Apply glyphosate to weeds around building. When sending email to congregation, mention that we have tried natural solutions for several years, which haven't worked, hence the use of glyphosate.	Off list
Marten	Collect list of chemicals used around building to give to Bree's Mom to do MDS search for them. Marvin to help.	I
David & Laura Soloman	Donation button on the website (paypal or other)	I
Board	Decide about giving level plaques.	C
Marten & Barb	Review MSDS/DS binder in office. Marten has the mice poison MSDS, but needs to find it. Need to find location to store this that is accessible (maybe cloak room or by first aid kit in kitchen).	C
Maggie	Contact Gail Swaine about her shadowing as secretary	C
Halcyon, Kristine & Aiyana	Make decision on how to rerecord the answering machine message.	I
Board	Take self photo (horizontal format) and send to Halcyon for Board frame with plain background.	I
Dave	Find and make secure place for contracts. Dave has key to the locked cabinet – will put it in the safe. Keys to Ministers office in safe. Some keys only open certain doors.	C
Lynne	Ask Dan to continue conversation with potential buyer, consider various options, with no commitments. Rickie found bill of sale from when we purchased HND, which includes location of pins. No record of a survey being done. Will try to find pins with Marten and Dan after leaves are down.	I
Dave, Nancy, Sue	Send idea for 5th Sunday to finance committee. Recommendation was to not make changes to this year's loose offering schedule. Re-evaluate just prior to budget meetings for next year.	C
Patrick	Work on creating attendance report, including attendance in RE	I
Kristine & Halcyon	Send board covenant to Halcyon, Halcyon to put board covenant in beacon	C
Lynne	Contact local law enforcement re: any deaths in Lake county for silent witnesses. Will contact Dorothy about process for getting this information.	I
Patrick	Patrick to put notice about silent witnesses on our facebook page.	C
Mary & Nancy	Ask Jerie Green to put together a press release re: Silent Witness. Will coordinate the process this year. Put notice in Beacon about Silent Witness in both the next two Beacons. Talk with Rev Joe about talking about this on October 2nd.	C

Maggie	Make sure to update Aiyana about changes she needs to know about. – next board meeting changed to Oct 16th.	C
Kristine and Mary	Work on contract/memo of understanding for/with Aiyana, which includes her basic schedule and what she needs training on.	I
Kristine/Halcyon	Check with Jared on date for Rev Will to be in the pulpit.	C
Lynne	Work with Rickie on church property survey	C
David	Get Church Mutual contact about mulch to Marten	C
NEW ITEMS		
Lynne, David, Mary, Marten	Re-writing building rental contract	
Marten	Reach out to landscape company for new quote for full depth mulch.	
Marten	Talk with Dan Bond about partially collapsed drain pipe.	
Halcyon	Add to Beacon a request people to send Marten any evidence of mice activity (picture and location). Also add request for people with church key to tell Lynne the number on the key	
Lynne	Work on Keys list update	
David	Look for contract for St Pauly's Textiles.	
Marten	Track down snow plow contracts with Barb	
David	Review current plaques and get price to updates. And work with Aiyana to get #'s of people at each level for needed years.	
Kristine	Work with Rene about process to follow for continuing discussions with Rev Will.	
COVID committee	Review our policy, and changes in data, and make recommendation to Board if they think the policy should change.	

STATUS: C = Complete, I = Incomplete

New Business

- 1) Snow Plow Contract – There are two potential companies – the one we have used and a new company. How are rentals handled? Cost for additional pushes, which would be added to the rental contract. Marten to get more information/quotes
- 2) Giving level Plaque – Idea from Art Severance's time. They don't have names on them, just how many people pledge at each level. Not sure when this was last updated. Choices: either take the sign down, or update. Each plaque takes about \$3 each to do. Discussion: this is a way to let people know about financial support that other members are giving, and we don't talk a lot about money. General consensus that this is important information to let members know, but not sure this needs to be on a plaque. If we do update this, it needs a better location. Mention it frequently during Sunday services.
- 3) Rev Will liked our congregation. Might be available for FWN in November, and for Soup lunch on Nov 6th. Kristine with get with Renee to discuss process. Will be in pulpit once in November and once in

December. Kristine is inviting him to existing events. If we need a new event this should be planned by Search Committee.

- 4) Soup lunch (Nov 6th) and COVID policies. There is a COVID committee, Mary M, Halcyon, and committee to review current COVID policy, and if they want to make a change, send to the Board to vote on. At the moment all three counties are yellow on MayoClinic website (but we also look at NYTimes and CDC). Questions about continuing to use this data, since CDC has said they are going to stop tracking data in the same way.
- 5) Parking lot repairs – discussed above
- 6) Clothing shed – St Pauly's Textiles called and want to know who is monitoring it, asked about no sign out front (Halcyon explained), asked that someone monitor it to make sure bags are tied, and in slot, and moved away from the slot. We are supposed to be monitoring it. Marten can do this twice a week. Dave to look for St Pauly Textile contract.
- 7) Need pastoral care for Nov and December. Judy BB is available in December. Maybe we can go to Rene for Nov.

Old Business

- 1) Silent Witness Project – Kristine has a potential liaison
- 2) Aiyana Training and hours conversation – contracted hours – she increased some hours but then took some time off, so she's probably about on schedule and won't need extra hours.
- 3) Renewal of Halcyon's extended responsibilities contract - Sept 15- Dec 31, 2022 - done
- 4) Easement Request for HND - Sale of portion of land – Lynne/Dan Discussed above
- 5) Church Mutual – Review of mulch level for playground – Discussed above

November Dates for Welcome/Gratitude –

6 David
13 Nancy
20 Maggie (thanksgiving Service)
27 Kristine

Centering/closing for November 13. Lynne

Maggie read closing words

Lynne moved and Maggie seconded to adjourn Board Meeting. Meeting adjourned at 4:37

Next Meeting: November 20, 2022, 2:30 pm

Submitted by Maggie Calkins

Love, Revere, Discover, Connect

EAST SHORE UNITARIAN UNIVERSALIST CHURCH
Board of Trustees Meeting Agenda
Sunday October 16, 2022—2:30 pm via Zoom

Centering: Maggie

Check In

Reading of the Board Covenant

Agenda Updates

Review of Secretary's Report: Minutes from September 11, 2022 Board Meetings

Reports:

A. Chair

B. Minister

C. Committee on Ministry

D. Membership

E. Director of Faith Development

F. Treasurer

G. Finance committee

H. Buildings and Grounds

Unfinished Business/ Review Action Plan

New Business:

- Snow Plow Contract Review
- Giving Level Plaque Discussion
- Ministry 2022-23
-

Old Business:

- Silent Witness Project
- Aiyana Training and hours conversation – contracted hours(?)
- Renewal of Halcyon's extended responsibilities contract - Sept 15- Dec 31, 2022
- Easement Request for HND - Sale of portion of land – Lynne/Dan
- Church Mutual – Review of mulch level for playground

November Dates for Welcome/Gratitude –

6

13

20

27

Add action items from today's meeting

Releasing: Maggie – volunteer for December meeting for Centering/Releasing?

Motion to adjourn

East Shore Unitarian Universalist Church

October 15, 2022

Board Chair Report

This past month we finalized a contract for ministerial services with Rev Joe for August, September and October 2022. Thank you to Dave Michel, Ruth Troup, Rev. Joe and Rev. Renee for working through it together.

I was able to sign off on the Minister's Discretionary Fund due to the work of Mary Mason with First National. They are just awaiting Halcyon's signature for the new term.

Jared Hammond has scheduled a Sunday service with Rev Will on October 16th (held this morning). We will follow up on additional dates or where to go from this initial visit.

Halcyon's contract was reviewed by the Board and Ruth Troup. Halcyon has it for review and we will sign it together soon.

The Board and congregation welcomed the film crew from CNN who are doing a documentary on Ember.

Meeting held with Mary and Aiyana – working on a Memo of Understanding for her employment. Aiyana agreed to additional training hours, but has not needed them and requested time off this October which was granted.

I was approached by a church member about becoming the Liaison for the Silent Witness Project. They are continuing to think on it and I will follow up with them by the end of the year.

I attended the Finance Meeting.

Thank you all for quick input when needed,

Kristine

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 – Bree Byrd

October 16, 2022

~And how is the congregation?

Need to Discuss

1. Board Photos
2. Playground
3. Flower Communion

WORSHIP

Halcyon will be delivering the Halloween Service on October 30, 2022

FAITH DEVELOPMENT CLASSES

0 to 5 and 6 to 12 classes are learning the 7 principles and 6 sources. Teen to young adult chose to learn about what animals represent in religions around the world. COA had their first Sleepover, and we now have mentors for all of our teens.

FIELD TRIPS / CHURCH GATHERINGS

On September 17, 2022, Modern Art Museum, one person. On October 8, 2022, Buckland Museum of Witchcraft & Magick, 15 people.

Trunk or Treat will be held after the Service on October 30, 2022

GREAT CALENDAR EVENT

The Calendars are up for people to place events on through the rest of October. They will then be added to the online calendar and place on the wall in the Mail Room.

ANSWERING MACHINE

Aiyanna reported that she is still organizing all the different pathways on the phone and would let us know when the project is done.

CHAPLAIN TRAINING

Halcyon has applied for Clinical Pastor Education (CPE) with Cleveland Clinic

RE CLASSES OR GROUPS

First Wednesday Night

Art of Spirituality – polymer clay leaves and flowers and Flower Communion

Faith Development Class

Circle of Mom – Zoom and in person

MEETINGS

Board Meeting

Meetings with Bree Byrd

Meeting with Kristine Burkwood

Faith Development meeting – Zoom

Worship Arts

OTHER

Beacon Article
Chaplain members of the congregation
Cleaning and reorganizing DOF wing
Art Panels for Sanctuary
2 Wednesdays Board of Education in Columbus

SECRETARIAL

Phone
Misc.
Beacon Newsletter
OOS

MINISTERIAL

Roadside Pulpit
Sanctuary Set up / clean up
Check in with and Chaplain congregation members
E-mail / Facebook communications
Visited Terri Detar in Hospital
Visited Carol Clement at Heather Hill
Called the Hawsons

Membership Committee Report

October 16, 2022

- ⊕ Our membership count is currently at 122.
- ⊕ We are in the process of updating the church directory. We should have this process finished, published and, when requested, distributed by Thanksgiving.
- ⊕ We are trying to plan when we might resume our New to UU classes, either in their past form or an updated form. These classes will be accessible online as this is necessary now.
- ⊕ We are also developing a plan for interested people being able to join as members remotely. We have had inquiries about how to do this but have no real mechanism for that at this stage. We will report back when we come up with a system.
- ⊕ 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

Respectfully submitted,

Patrick McGovern
Membership Committee Chair

Treasurer's Report
Sep 30, 2022

First Nat. Bank Checking Account:	Current Net Balance	\$26,883.29
Building Reserve Fund (3768)	Current Net Balance	\$167,251.35
Mortgage	Current Balance	\$343,079.47
Fidelity Account:	Current Net Balance	\$2,099.85
		Bank Balance
First Nat. Bank Memorial Garden (1844)		\$13,899.40
First Nat. Bank Kluth Fund (1847)		\$4,936.04
First Nat. Bank Ropog Fund (1850)		\$6,630.87
First Nat. Bank Fahr Fund (6078)		\$20,210.48
First Nat. Bank Minister Comp Fund (MCF)		\$24,126.13

- Electronic access to Fidelity Brokerage account working. Working to add Kristine to the account.
- Rev Joe's contract signed by all. Rev Joe is eligible for the UUA Pension and I will get it paid up this month.
- Last outside HVAC unit replaced. Bill came in under budget.
- Still working on donation button.
- I have been finding contracts with people and companies. People contracts are in the locked personal files cabinet in the office. Company contracts are in the 4-drawer filing cabinet in office.
- Have W9's on all people we need them for.
- Have reestablished our tax-free status with Office Depot.
- I have applied for access to our employees UUA account at TIAA-CREF. Will be able to confirm that each account has been properly paid into.
- Paid ½ of Church Mutual Insurance bill and ½ of UUA pledge.
- Testing out paying utility bills online from FSB account.
- Received \$50 from St Pauly's Textiles.

Respectfully submitted,

David Michel, Treasurer
Email: ESUUCTREASURER@GMAIL.COM

Discover - Connect - Revere - Love

EAST SHORE UNITARIAN UNIVERSALIST CHURCH

Income and Expense Statement

OPERATIONS FUND 01, July 2022 - September 2022

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	Current Period	Year to Date	Year to Date Budget	Annual Budget	Annual Budget Percentage
INCOME					
CONTRIBUTIONS					
PLEDGES					
Pledges 2022-2023	\$58,766.78	\$58,766.78	\$44,096.49	\$176,386.00	33.32%
LOOSE OFFERINGS					
Loose Offerings	565.50	565.50	750.00	3,000.00	18.85%
GIFTS					
General & Memorial	0.00	0.00	4,299.99	17,200.00	0.00%
Subtotal Contributions	59,332.28	59,332.28	49,146.48	196,586.00	30.18%
RENT					
Church Rental Misc.	225.00	225.00	200.01	800.00	28.13%
FUND RAISING					
Auction	0.00	0.00	0.00	6,000.00	0.00%
Spec. fundraising events					
St. Pauly Textile	150.00	150.00	150.00	600.00	25.00%
Environmental Action Grp					
Amazon Smile Donations	47.05	47.05	37.50	150.00	31.37%
Misc. Fund Raising	0.00	0.00	24.99	100.00	0.00%
Subtotal Environmental Action Grp	47.05	47.05	62.49	250.00	18.82%
Subtotal Fund Raising	197.05	197.05	212.49	6,850.00	2.88%
OTHER					
MCF	0.00	0.00	5,750.01	23,000.00	0.00%
Interest earned	1.75	1.75	24.99	100.00	1.75%
Other	370.00	370.00	300.00	1,200.00	30.83%
Subtotal MCF	371.75	371.75	6,075.00	24,300.00	1.53%
Subtotal Other	371.75	371.75	6,075.00	24,300.00	1.53%
TOTAL INCOME	60,126.08	60,126.08	55,633.98	228,536.00	26.31%

EAST SHORE UNITARIAN UNIVERSALIST CHURCH

Income and Expense Statement

OPERATIONS FUND 01, July 2022 - September 2022

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	Current Period	Year to Date	Year to Date Budget	Annual Budget	Annual Budget Percentage
EXPENSES					
MINISTERIAL					
MINISTER					
Salary	\$660.00	\$660.00	\$11,949.99	\$47,800.00	1.38%
Housing	1,100.00	1,100.00	3,300.00	13,200.00	8.33%
Min Health Ins Allowance	0.00	0.00	2,186.76	8,747.00	0.00%
Professional Expenses	0.00	0.00	621.51	2,486.00	0.00%
Pension	0.00	0.00	1,524.99	6,100.00	0.00%
MINISTER, OTHER EXPENSES	0.00	0.00	1,166.76	4,667.00	0.00%
Minister - Workers Comp	0.00	0.00	53.76	215.00	0.00%
Contract Pastoral Care	0.00	0.00	62.49	250.00	0.00%
Subtotal Minister - Workers Comp	0.00	0.00	116.25	465.00	0.00%
Ministerial Services	888.75	888.75	0.00	0.00	0.00%
Subtotal Ministerial	2,648.75	2,648.75	20,866.26	83,465.00	3.17%
ADMINISTRATION					
OFFICE EXPENSES					
Office Expenses	25.91	25.91	125.01	500.00	5.18%
Copier Expenses	572.10	572.10	575.01	2,300.00	24.87%
Postage	60.00	60.00	37.50	150.00	40.00%
Bank Fees/Supplies	20.00	20.00	75.00	300.00	6.67%
Subtotal Office Expenses	678.01	678.01	812.52	3,250.00	20.86%
SECRETARY					
Sec Compensation	2,175.00	2,175.00	2,850.00	11,400.00	19.08%
Sec FICA Employer Exp	166.41	166.41	213.48	853.86	19.49%
Sec Worker's Compensation	15.00	15.00	24.99	100.00	15.00%
Subtotal Secretary	2,356.41	2,356.41	3,088.47	12,353.86	19.07%
Subtotal Administration	3,034.42	3,034.42	3,900.99	15,603.86	19.45%
ORGANIZATION					
EXTERNAL					
UUA /CRE Prog Fund Pledge	0.00	0.00	0.00	6,380.00	0.00%
INTERNAL					
Board Discretionary Fund	0.00	0.00	24.99	100.00	0.00%
Subtotal Organization	0.00	0.00	24.99	6,480.00	0.00%
WORSHIP					
Worship Arts	365.00	365.00	462.51	1,850.00	19.73%
Music & Musicians	675.00	675.00	999.99	4,000.00	16.88%
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	1,040.00	1,040.00	1,537.50	6,150.00	16.91%
REL. EDUCATION					
D R E					
DRE Compensation	5,474.00	5,474.00	5,865.00	23,460.00	23.33%

EAST SHORE UNITARIAN UNIVERSALIST CHURCH

Income and Expense Statement

OPERATIONS FUND 01, July 2022 - September 2022

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	Current Period	Year to Date	Year to Date Budget	Annual Budget	Annual Budget Percentage
DRE FICA Employer Exp	418.76	418.76	448.68	1,794.69	23.33%
DRE Worker's Comp	42.30	42.30	42.42	169.65	24.93%
DRE Pension	597.40	597.40	586.50	2,346.00	25.46%
DRE Prof Expenses	0.00	0.00	249.99	1,000.00	0.00%
Subtotal D R E	6,532.46	6,532.46	7,192.59	28,770.34	22.71%
R E COMMITTEE					
Curriculum/Supplies	85.74	85.74	350.01	1,400.00	6.12%
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	252.00	252.00	425.01	1,700.00	14.82%
Subtotal R E Committee	337.74	337.74	1,012.50	4,050.00	8.34%
Subtotal Rel. Education	6,870.20	6,870.20	8,205.09	32,820.34	20.93%
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%
Subtotal Membership	0.00	0.00	187.50	800.00	0.00%
SOCIAL JUSTICE					
Social Justice Com	0.00	0.00	72.51	290.00	0.00%
FACILITIES					
SERVICES AND SUPPLIES					
Cleaning Service	1,802.94	1,802.94	1,250.01	5,000.00	36.06%
Cleaning Supplies	0.00	0.00	99.99	400.00	0.00%
Subtotal Services And Supplies	1,802.94	1,802.94	1,350.00	5,400.00	33.39%
UTILITIES					
Electricity	4,091.46	4,091.46	3,000.00	12,000.00	34.10%
Internet & Telephone	159.97	159.97	500.01	2,000.00	8.00%
Waste Disposal Service	1,034.16	1,034.16	624.99	2,500.00	41.37%
Natural Gas	622.75	622.75	650.01	2,600.00	23.95%
Water	585.61	585.61	774.99	3,100.00	18.89%

EAST SHORE UNITARIAN UNIVERSALIST CHURCH

Income and Expense Statement

OPERATIONS FUND 01, July 2022 - September 2022

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	Current Period	Year to Date	Year to Date Budget	Annual Budget	Annual Budget Percentage
Sewer	500.00	500.00	699.99	2,800.00	17.86%
Stormwater Management	0.00	0.00	350.01	1,400.00	0.00%
Insurance	3,204.00	3,204.00	1,485.00	5,940.00	53.94%
Subtotal Utilities	10,197.95	10,197.95	8,085.00	32,340.00	31.53%
BUILDING LOAN PAYMENTS					
Mortgage Payments	8,205.78	8,205.78	7,455.00	29,820.00	27.52%
Subtotal Facilities	20,206.67	20,206.67	16,890.00	67,560.00	29.91%
FACILITIES COMMITTEE					
BLDG MAINTENANCE					
Building Maintenance	172.84	172.84	600.00	2,400.00	7.20%
Security	582.00	582.00	99.99	400.00	145.50%
Equip Inspection/Fees	0.00	0.00	1,175.01	4,700.00	0.00%
Equipment Repair - Audio					
Pest Control	0.00	0.00	225.00	900.00	0.00%
Subtotal Bldg Maintenance	754.84	754.84	2,100.00	8,400.00	8.99%
GROUNDS MAINTENANCE					
Snow Plowing	0.00	0.00	1,337.49	5,350.00	0.00%
Lawn Mowing	70.93	70.93	112.50	450.00	15.76%
Grounds Maintenance	585.99	585.99	125.01	500.00	117.20%
Parking Lot Maintenance	257.50	257.50	0.00	0.00	0.00%
KITCHEN					
Kitchen	0.00	0.00	37.50	150.00	0.00%
Subtotal Grounds Maintenance	914.42	914.42	1,612.50	6,450.00	14.18%
Subtotal Facilities Committee	1,669.26	1,669.26	3,712.50	14,850.00	11.24%
FINANCE					
Stewardship	0.00	0.00	125.01	500.00	0.00%
TOTAL EXPENSES	35,469.30	35,469.30	55,522.35	228,519.20	15.52%
EXCESS INCOME/EXPENSES	\$24,656.78	\$24,656.78	\$111.63	\$16.80	0.00%



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

Person Responsible	Action/To Do	
Marten	Collect list of chemicals used around building to give to Bree's Mom to do MDSO search for them. Marvin to help.	I
David & Laura Soloman	Donation button on the website (paypal or other)	I
Halcyon and Kristine	Make decision on how to rerecord the answering machine message.	I
Board	Take self photo (horizontal format) and send to Halcyon for Board frame with plain background.	I
Lynne	Ask Dan to continue conversation with potential buyer, consider various options, with no commitments. Rickie found bill of sale when we purchased HND, which includes location of pins. No record of a survey being done. Will try to find pins with Marten and Dan after leaves are down.	I
Patrick	Work on creating attendance report, including attendance in RE	I
Lynne	Contact local law enforcement re: any deaths in Lake county for silent witnesses. Will contact Dorothy about process for getting this information.	I
Kristine and Mary	Work on contract/memo of understanding for/with Aiyana, which includes her basic schedule and what she needs training on.	I
NEW ITEMS		
Lynne, David, Mary Marten	Re-writing building rental contract	
Marten	Reach out to landscape company for new quote for full depth mulch.	
Marten	Talk with Dan Bond about partially collapsed drain pipe.	
Halcyon	Add to Beacon a request people to send Marten any evidence of mice activity (picture and location). Also add request for people with church key to tell Lynne the number on the key	
Lynne	Work on Keys list update	
David	Look for contract for St Pauly's Textiles.	
Marten	Track down snow plow contracts with Barb	
David	Review current plaques and get price to updates. And work with Aiyana to get #'s of people at each level for needed years.	

Kristine	Work with Rene about process to follow for continuing discussions with Rev Will.	
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Love, Revere, Discover, Connect