**BOARD OF TRUSTEES MEETING MINUTES**

United Church of Christ (Congregational)

Strongsville, Ohio 44136

August 10-August 13, 2020

From Greg:

I would like the meeting to last all week, so everyone has a chance to check emails and participate. In addition, taking small parts of the meeting each day will eliminate confusion and keep our agenda compartmentalized and at least more organized. Trying to present everything at once lead to past confusion.

Those participating were: Myron Costin, Dale Hawk, Pastor Heidi, Bill Giuliano, Adria Bond, Eddy Bond, Mike Clotworthy, Ed Sobek, Linda Stepan, Rob Stepan.

1. **Opening Prayer:** Reverend Heidi. Thank you Reverend Heidi. COMPLETED
2. **Approval of Prior Month’s Meeting Minutes**: Motions by Myron / Dale. passed 8/11/2020 COMPLETED
3. **Treasurers/Financial Secretary Report**: Motions by Dale/ Myron to approve

Financial Secretary / Treasurers report.

Checking = $30,591.80

Savings = $40,343.47

Royalton Rd = $12,722.98

The Treasurer's Report is for the month of July in order to show a total month.

1. **COMMITTEE REPORTS:**

* **Memorial/Endowment:** Received $2,500.00 from the estate of Doris Soucie. Will have full reports next month. COMPLETED

**Safety Audit:** Letter sent to congregation from our Moderator Rachel Zielinski opens discussions of our conservative approach to opening our church with safety as our number one priority. As of now, we don’t have a date to re-open church.

* **Budget and Finance:**
* **Minister's Update:**
* **Official Board News:**

1. **Building and Grounds Project Prioritization and Status (Refer to Project Tracking)**

Royalton Rd. tenant paid rent up to date in full through October, 2020

Pearl Road tenant paid rent in full though October, 2020.

Thrift Shop now open with safety protocols in place. Thank you to Janice Justice Booth and Cathy Hawk for their leadership to re-open and handle minor repairs and painting.

New wooden church sign installed. Please see church newsletter for photos. Thank you to Jim Joyce for trimming bushes around the new sign.

Church gutters cleaned. A private donation also funded some tree branch trimming encroaching around the church roof and gutters. I will contact same company, Falls Home Improvement. for Pearl Rd. gutter cleaning.

Church parking lot: Need to repair some divots and missing chunks of concrete. . I will contact George Love. Once repairs have been completed we could re-stripe the parking lot.

Please see attached photos of church steps. These have been issues for awhile and we should use this time to get this repaired as well. We will give George Love first opportunity.

I contacted three painters we used in the past and all never got back to me regarding the painting of the exterior of the Pearl Rd. rental house. Does anyone know of any painters? I didn’t try the Texbook Painting company yet…

1. **Administration items Old Business:**

* Update church personnel manual to include more specific vacation policy.
* Non-Clergy Employee reviews ongoing. Custodian, Church Secretary, Financial Secretary, Music Director.
* Church emergency training. Safe church policy forms.

1. **Organ Preservation Committee:** maintains Pipe Organ. Gift Card profits to assist cost.
2. **Long Range Planning:**
3. **NEW BUSINESS:**

Eddy Bond contacted Elite Cleaning (they waxed Pilgrim Hall) and we won't have to buff/burnish since we don’t have any traffic.

Irene Joyce is looking into an address sign for the front doors of the Royalton Rd side due to confusion of deliveries, mail, and FedEx. In the meantime, we could all go on Google Maps and suggest an edit stating the parking lot entrance is on the Royalton Rd. side.

1. **Next Scheduled meeting**: Week of September 7th, 2020 (format and location TBD)

1. **Motion to Adjourn:** Meeting adjourned at 10:42 PM, August 13, 2020.

Respectfully submitted,

Judy Gaumer, Clerk