**BOARD OF TRUSTEES MEETING MINUTES**

**United Church of Christ (Congregational)**

**Strongsville, Ohio 44138**

**December, 2020**

Greg Dickson called the meeting to order on Tuesday, December 7, 2020. Due to the virus pandemic the meeting was held by email.

Those attending were: Greg Dickson, Mike Clotworthy, Myron Costin, Bill Giuliano, Dale Hawk, Ed Sobek, Linda Stepan, Rob Stepan, Sandy Pogozelski, Eddy Bond, Sally Herzog, Adria Bond, Pastor Heidi Denman McCougall.

**Opening Prayer:** Pastor Heidi gave the opening prayer.

**Approval of November Meeting Minutes:** Myron moved to accept the minutes, Dale seconded. Motion passed.

**Treasurers/Financial Secretary Report:** Comment from Greg: Giving and donations are not far off from budget and last year’s donations. …We are performing under budget and lower than last year. Sadly, our expenses are much lower because we are not using the facility due to the pandemic. Dale moved to approve the report, Myron seconded. Motion passed.

**Committee Reports:**

**Memorial/Endowment:** Memorials received for Debbie Krause, Reverend Larry Craig and Martha Liebert.

 **Safety Audit:**

 **Budget and Finance:** Delegated to the Official Board.

**Minister’s update:**

**Official Board News:** The Thrift Shop continues to operate with social distancing and masks.

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

 Email item submitted by Greg Dickson for trustees approval: George Love Snow removal bid.

RE: SNOW REMOVAL 2020 THRU 2021

PER PLOW = 65.00

SHOVEL WALK = 15.00

ICE MELT = 65.00

Motion passed.

 **Royalton RD.** Good standing

 **Pearl Rd.** Good standing.

 **Insurance:** Greg moved to table the water monitoring system offered by the UCC insurance company and pick it up in January, 2021. Bill seconded.

**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.

**Organ Preservation Committee:** maintains Pipe Organ. Gift Card profits to assist cost.

**Long Range Planning:**

 **New Business:** Bill moved to give a $250 gift to Irene and Doug Thorn. Eddy seconded. Motion passed.

**Next Scheduled meeting:** Week of January 12, 2021. (Format likely will be email.)

**Motion to Adjourn:** Greg moved to adjourn. Bill seconded. Motion passed. Meeting adjourned on December 16, 2021.

Respectfully submitted,

Judy Gaumer, Clerk