**Official Board Minutes**

United Church of Christ (Congregational)

**January 22, 2019**

Meeting was called to order by Vice- Moderator Bill Schneider at 7:08 p.m. Pastor Heidi led the group in prayer. Present were:

Jennifer Barry

Adria Bond

Tom Gaumer

Jim Heinrich

Sharon Heinrich

Irene Joyce

Lori Kovatich

Pastor Heidi

Bill Schneider

**Minutes of the 11/27/18 meeting were** approved in a motion by Jen Barry, seconded by Tom Gaumer. Motion carried.

**Treasurer’s Report as of 1/22/2019**: Balance of $4,966.86. Income: Interest: $.55; Turkey Dinner: $2,501.00; Live Nativity Donations: $415.00; Spring Mist Refund: $70.00. Expenses: Turkey Dinner: $638.93; SUCC Calendar: $100.00; Spring Mist Farm (Animals): $580.00; Free Lunch Donation: $186.20. Irene Joyce moved to accept the report, seconded by Jennifer Barry. Motion passed.

**COMMITTEE REPORTS:**

**Adult Social Club:** No report. They are on hiatus until spring.

**Advertising/Technology Committee**: Tom Gaumer reported that ads for the rescheduled Swiss Steak dinner will be sent out.

**Church Treasurer/Financial Secretary**: Lori Kovatich and Adria Bond reported that all bills were paid and the $2,700 was repaid to the savings account. Detailed balance sheets were distributed. Please make up any giving that was missed on the 20th.

**Diaconate:** Jennifer Barry reported that Christmas was a busy season.  Thanks to everyone who assisted in taking down the Christmas decorations. Two cakes were purchased to welcome new members last week but due to weather church was cancelled.  Discuss if we should purchase new cakes if the annual meeting and pancake breakfast is taking place this Sunday after church. They will start advertising the Wing Night on May 3rd.  We will have Irene place a "save the date" type reminder in the February Newsletter and remind people that we will be accepting basket donations in the coming months.

**Dinners/Free Lunch:** Betty Craig sent a report that Swiss Steak Dinner postponed until March 2, the original Pork date. Help will be need especially for the browning of the meat a new sign-up sheet will be prepared and posted also only the date needs to be changed on the sign. Actually everything except rolls ordered and milk bought are ready to go. We need a lot of help especially on Friday, March 1st. Betty is not able to do the work that requires standing for long periods of time or lifting.

**Fit Club:** Irene Joyce reported that two of their most faithful members are in or heading to Florida, so we will be on a bit of a hiatus. We went to see the Metropolitan Opera production of *Adriana Lecouvreur* last week and have plans to see *Carmen* on February 6 as part of our expanding "cultural fitness" agenda.

**Minister’s Report:** Rev. Heidi reported that a wedding is scheduled for January 26th and 11 new members will be installed on January 27th during worship, because of the snow day cancellation of the January 20th service. She distributed a cancellation protocol.

**Mission Outreach:** Judy Carte sent a report that there has been no activity for the past month. Tony Koussa has taken over distribution of the leftover bread on Sundays.  He has been taking it to near Westside organizations, including Lia House and Freedom House.  We are so very grateful for his help.

**Music Committee:** Ingrid Dickson sent a report that Bells will play Feb 10th, most likely the pieces that were prepared for this past Sunday which service was cancelled. We welcomed a new bell ringer, Elaine Coffey, and with Sharon Heinrich's attendance, we are able to play all three octaves! We've also added a new member to the Chancel Choir, Dawn Rolland. Ken Mehalko and Sharon Heinrich will handle the music for Retreat weekend. Thanks to them. Otherwise, things seem to be going harmoniously! The Organ Restoration Committee will be transitioning to the Organ Preservation Committee.

**Stewardship Committee:** Sharon Heinrich reported that the annual fall campaign concluded on November 11.  We continue to receive Estimate of Giving cards.  We will communicate the campaign status with a pie plate display, where the apples symbolize the cards received.

**Sunday School:** Kristen Clotworthy sent a report that Jamie Trinckes has stepped back from the Co- Superintendent position and teaching Sunday school for the moment. Her class is currently being taught by Serena Abruzzino. The post confirmands will be watching small kids in the nursery during the Annual Meeting. With the addition of 3 new members to the Educational committee and a new teacher on the Sunday School team, we will probably schedule a planning meeting in the next few months. In addition, we are working on a revised Child Protection Policy in conjunction with the Diaconate.

**Thrift Shop:** No report

**Trustees:** Greg Dickson sent a report that the Memorial Committee will transfer a recently received $400 donation designated for the free lunch program. Pilgrim Hall permanent ramp: After receiving one architect bid, we are reviewing a second bid. An architect will be necessary due to building codes for slope, and how the ramp will impact access to the utility room at the bottom of the stairs. A quarterly deep cleaning of the kitchen was suggested and will be implemented. Changing the locks of all church perimeter entrance doors was discussed. A total of four or five locks would need to be changed. Church usage fees schedule was modified for inactive members. The church constitution also addresses non active member status. Jim Heinrich reported that the Trustees are investigating invoices from Palmer Landscaping that do not seem to coincide with the contract.

**Women's Fellowship:** No report. They are on hiatus until spring.

**OLD BUSINESS:**

**Annual Meeting**-Bill Schneider will be running the meeting. Please give him any needed support and answer any questions he has. Rachel will be available via phone if needed. Myron Costin will be lead on the Pancake Breakfast. The items are purchased and at the church already. If anyone would like to help with prep, please text Rachel at 440-864-3209 or contact Myron. Usually takes at least 4 people. She will be thinking of everyone while she is in Florida. Thank you to Irene Joyce for taking Minutes at the Annual Meeting while Clerk Karen Morgan is in Florida.

**Nominating Committee**—The Committee has met, and they have many positions filled. They are still working on someone to run for moderator. Rachel can continue until someone is found but she feels that she cannot give it 100% of her time and she does not want the church to suffer from her not being able to give the job its all. Irene Joyce expressed an interest in the position and has contacted the association to determine their policy on a paid staff member serving as Moderator.

**Auditing Committee**--Thanks to Sally Herzog, Sarah Toth and Sarah Hayes for working on the committee. All the accounts are complete except for the Endowment fund which has had a large amount of activity this year and is taking longer than planned. The committee is recommending that we have a session for any treasurer to offer them any guidance about their reporting since many newer ones will be stepping forward this coming year. Thank you to Irene for typing the reports for many of the groups. Sally Herzog will handle any questions for the audit committee.

**Retreat**— February 15-17 at Templed Hills. We are waiting for a few payments. Thank you to Irene for collecting payments. Rachel Zielinski deposited the payments we have so far.  Insurance papers have been received. We have 61 for overnight and approx. 12 for Saturday.  Many new attendees will be coming this year.

**NEW BUSINESS:**

Official Board Treasurer-Since Ted Bickley has resigned as treasurer of Official Board, we need to add someone else to the account until we choose a new treasurer. Betty Craig is also a signer on the account. Bill Schneider moved to appoint Sharon Heinrich as Official Board Treasurer. Jen Barry seconded and the motion carried.

Irene Joyce moved to adopt the Cancellation Protocol/Emergency Policy presented by Pastor Heidi. Jennifer Barry seconded and the motion was approved. The policy will be disseminated to the congregation at the Annual Meeting and by email. Irene Joyce moved to reimburse Pastor Heidi $142.00 for the two “Canceled” banners for the outdoor sign. Sharon Heinrich seconded and the motion passed.

Adria Bond motioned for adjournment at 7:58 p.m., seconded by Sharon Heinrich. Motion carried. The next regular meeting of the Official Board will be **Tuesday, February 26, 2019, at 7:00 p.m.**  **.**

Irene Joyce, Secretary