**Official Board Minutes**

United Church of Christ (Congregational)

**November 26, 2019**

Meeting was called to order by OB Secretary Irene Joyce at 7:02 p.m. Pastor Heidi led the group in prayer.

Present were:

Jennifer Barry

Judy Carte

Elaine Coffey

Betty Craig

Greg Dickson

Ingrid Dickson

Sally Herzog

Irene Joyce

Pastor Heidi

**Minutes of the 10/22/19 meeting** were approved in a motion by Betty Craig, seconded by Ingrid Dickson. Motion carried.

**Treasurer’s Report as of 11/26/2019:**  Sharon Heinrich— Beginning Balance:  **$3,174.00.** Income:  $0.93 Interest from 10/19/19 + 11/20/19, $864.90 Nativity Animal Donations,  $2,677.00 Turkey Dinner Ticket Sales,  $150.25 Turkey Dinner Food Sales.  Expenses:  $115.00 Sign Insert, $660.27 Food Purchased for Turkey Dinner, $550.00 Cost of Live Animals for Open House.  **Ending balance:  $5,541.81.**

**COMMITTEE REPORTS:**

**Adult Social Club:** No report.

**Advertising/Technology Committee**: Tom Gaumer sent a report that he would like to have the Board approve our appearance in the Christmas directory of the Strongsville Post as we have done in years past. We paid $180 last year for the ad to appear in Strongsville, North Royalton, Brunswick and Valley City. The Post salesman estimated it has gone down this year to $175. I would like the Board to approve up to $200 to be safe. This is a church directory that appears in the paper for two weeks before Christmas along with other churches. Betty Craig moved to approve this expense. Greg Dickson seconded and the motion passed. Betty Craig moved to spend up to $200 for the ad. Greg Dickson seconded and the motion was approved.

**Church Treasurer/Financial Secretary**: Sally Herzog reported that the savings account has been reimbursed and we currently have $10,517.61 in the checking account.

**Diaconate:** Jennifer Barry reported that last month they focused on preparations for the open house.  They discussed the new brass vases that were ordered.  The base of at least one of the bases is scratched up, but it was decided that the vases are still usable and will be kept. Jen is going to look into procuring tarnish prevention bags for them.

**Dinners/Free Lunch:** Betty Craig reported that Turkey dinner is history thanks to all who helped. It was good to see a few new faces. Lunch program is doing fine. Due to Christmas and New Year’s Day being on Wednesday this year we will have two weeks off. However when we come back we will be down Kenn, Ginny, Linda and Jim as they go south for three months or more and help will be needed to fill their places. Swiss Steak Dinner 1/18/20 and Roast Pork Dinner 3/7/20.

**Fit Club:** Irene Joyce reported that they are in full swing on Wednesday evenings, but will not meet the Wednesday before Thanksgiving or Christmas or New Year's Day. We have a new member, Tom Foley. We saw Kinky Boots at Baldwin Wallace for our cultural fitness.

**Minister’s Report:** Pastor Heidi reported that she conducted the funeral for long-time member Betty Bushea. Pastor Heidi described an incident wherein a man came into the building during the Diaconate meeting and made off with car keys and a paycheck that belonged to a church member. Pastor Heidi contacted the man, who had given his contact information, and he promptly returned both the keys and the envelope. It was decided that the door will be locked 5 minutes after the start of all board meetings. It is also recommended that a male church member be present at the meetings.

**Mission Outreach:** Judy Carte reported that Mission Outreach is creating 80 bags for the Church Street Mission (CSM) veterans.  Lunch bags being decorated by the Sunday School classes.  Sunday the committee will put 2 candy bars in each bag and CSM will add our donated socks to them as they visit in December. This month is also the special collection for our retired and widowed ministers. We will be gathering up the scarves, hats, mittens and gloves for distribution on the 8th. Pending the Board's approval, we plan to start a monthly item specific donation for Laura's Home or purchase gift cards for them to use. Greg Dickson moved to donate $100 for gift cards from the Memorial Fund. Betty Craig seconded and the motion passed.

**Music Committee:** Ingrid Dickson reported that the Music Ministry received a generous donation to enhance the Advent and Christmas season's music. Music is being planned for the season. We were happy to be welcome Megan Denman last Sunday to play the organ for us, as well as the Bell choir children's choir. The Swingin’ Sounds of Christmas Jazz concert is Dec. 13th; tickets are $10.

**Organ Preservation Committee:** No report.

**Stewardship Committee:** Sue Gigliotti sent a report that to date for the Stewardship Campaign, we have received 72 pledges totaling $150,624.00.

**Sunday School/Christian Ed:** Kristen Clotworthy sent a report that the kids collected $177.55 for the National Youth Advocate Program in November’s Penny Sunday. Serena Abruzzino has written the Christmas Pageant and will direct. The Pageant will be on December 15th during worship, with a dress rehearsal on December 8th after worship. The Diaconate has graciously agreed to supply the luncheon.

**Thrift Shop:** Lola Millhoane sent a report that the Thrift Shop will be closed on Thanksgiving, the day after Christmas and the day after New Year’s Day. Winter Hours will be 10 a.m.- 2 p.m.

**Trustees:** Greg Dickson reported that the Pilgrim Hall Ramp will be a pre-fab ramp. We will still have to modify the furnace/water heater room door and add permanent hand rails on both sides for safety. Sharon Heinrich will be paid $25 per week as a supplemental organist. The remainder of this year will be paid though the music committee budget and then budgeted through the general fund next year. George Love was contracted as our snow removal this season. Outside lighting (Church steeple, landscaping lighting) has intermittent failures and will be addressed ASAP. Our landscaper trimmed trees in the front yard and performed a leaf cleanup for the entire property. Please check kitchen door if you are locking up. Check to ensure the door cannot be opened from the outside.

**Women's Fellowship:** Elaine Coffey reported that the Christmas Tea will be on December 1st at 1:30 p.m. and Sharon Heinrich is coordinating the event. 35 people have signed up. The ladies have put together a schedule of meetings and activities for the coming year that include crafts, speakers, and projects as well as a picnic in July.

**OLD BUSINESS:**

Lifetouch Photo Directory—Almost all of the "no charge" directories have been distributed. We have plenty of extras that Lifetouch gave us at no charge.

Ripcho Photographers have been contacted regarding a congregational photo on Mother's Day, May 10, 2020. Ingrid Dickson moved to spend $245.00 for the camera fee. Jen Barry seconded and the motion carried. Photos will be available through Ripcho for $29.99.

Rachel sent a huge thank you to everyone who helped with the Open House. We had more than 900 people come through the church and the line was through the church and out the front door. We will need to send a deposit for the animals in December/January.

Thank you to everyone that helped and donated to the Thanksgiving baskets. We appreciate everything and Rachel personally sent her thanks to everyone who put them together. Special thanks to Sally and Irene for all your support!

The AED has arrived. Dale Hawk and Rachel will be offering instructions on its use.

**NEW BUSINESS:**

**Nominating Committee**: Rachel Zielinski, Sally Herzog, Pastor Heidi, and Irene Joyce agreed to serve. Rob Toth, as Vice-Moderator is the chair. Betty Craig moved to appoint the Nominating Committee, seconded by Elaine Coffey. Motion passed.

**Audit Committee**: Jen Barry agreed to serve, as well as Sally Herzog. Dave Williams, Jan Stough, Barb Fraunfelder, Sarah Toth, Sarah Hayes, and Rachel Zielinski will also be asked to serve.

Retreat sign-up will be posted the 2nd week of December.

Betty Craig motioned for adjournment at 8:16 p.m., seconded by Elaine Coffey. Motion carried. The next regular meeting of the Official Board will be **Tuesday, January 28, 2020, at 7:00 p.m. A special meeting is likely to be called prior to the Annual Meeting.**

Irene Joyce, Secretary