**Official Board Minutes**

United Church of Christ (Congregational)

**September 26, 2017**

The meeting was called to order by Moderator Rachel Zielinski at 7:08 p.m. Kenn Oerkfitz led us in prayer. Present were:

Ted Bickley

Judy Carte

Betty Craig

Greg Dickson

Tom Gaumer

Jim Heinrich

Sharon Heinrich

Lola Millhoane

Kenn Oerkfitz

Joyce Reed

Bill Schneider

Cheryl Sobek

Rachel Zielinski

**Minutes of the 8/22/17 meeting** were approved in a motion by Betty Craig, seconded by Cheryl Sobek. Motion carried.

**Treasurer’s Report for August/September**: Beginning balance: $2,222.91. Income: Interest for June and July $0.24, Cookbook Sales $20.00, Garage Sale on September 9 $2,082.65. Total income: $2,102.89. Expense: Flowers (Kathleen Paul) $46.73. Ending balance $4,279.07. Report was approved in a motion by Bill Schneider, seconded by Betty Craig. Motion carried.

**COMMITTEE REPORTS:**

**Advertising/Technology Committee**: Tom Gaumer reported that Irene Joyce and Kelly Bickley continue to update Facebook. For ORC pancake breakfast on November 12, Bruce Keenen will contact local newspapers. Advertising Committee will have an ad on Facebook, will advertise on unpaid posts, and update the church TVs. Irene Joyce and Tom Gaumer will update the TVs during Michele’s absence. For the Open House, Tom recommends another ad in the Strongsville Post, sending info to Terry Brlas, and getting one other notice in the Post and another in the Sun Paper. Tom Gaumer will check out The Plain Dealer’s free page of what’s happening in our city, which may come from the Chamber of Commerce. Tom will also check out the Town Planner, which has a free calendar of the city.

**Christian Education:** No report.

**Church Treasurer/Financial Secretary**: Kenn Oerkfitz reported that all bills are paid and finances are good because of the lack of a minister. We are retiring our line of credit. Kenn will retire as Treasurer at the end of 2017. Because the Treasurer is an elected position, Official Board needs to appoint a replacement—hopefully prior to November, so Kenn can train his replacement.

**Dinners/Free Lunch:** Betty Craig reported that the Free Lunch Program continues and volunteers are sorely needed. We will ask for help in the Sunday bulletin. The Turkey Dinner is November 4, with two seatings, and the outdoor sign will read: (1) All You Can Eat (2) Turkey Dinner Sat., Nov. 4 ( 3) 5pm and 6:30pm Seatings (4) Reserv. 216-598-6198

(5) Thrift Shop Open. Joyce Reed made a motion that Turkey Dinner prices will be $12 for Adults, $5 for Children 6-10 years, and free under 6 years. Cheryl Sobek seconded the motion. Motion carried.

**Diaconate:** Cheryl Sobek reported that Diaconate will decorate for the fall season this Saturday, September 29.

Rev. Heidi starts October 1, and a cake to welcome her will be at coffee hour. Pins for the 200th Anniversary were ordered. Diaconate is looking into giveaways for the children at the Open House.

**Mission Outreach:** Judy Carte reported that the committee will store their “Around the World” baskets in the classroom by Pilgrim Hall, and the door will be locked. Mission and Outreach is working with the food pantry in Berea on a project for transitioning veterans to houses. The committee had no expenses, except for $100/year dues to Church Street Ministries. Judy attended Warriors Journey Home meetings, where no costs are involved. For donating to hurricane relief, Judy is examining financial responsibility of organizations that have good reputations. Rachel’s two co-workers belong to a Puerto Rican group in Lorain that is collecting items and shipping them to hurricane victims.

**Music Committee:** Greg Dickson reported that for the Winter Concert Series, Ken Mehalko may have an organist give an organ recital at our church. Ingrid Dickson sent a report that Eli Manos is our choral accompanist. The Bell Choir is looking for a director and more ringers, and thanks to Elena Taylor for filling in until a permanent solution is found. Eric Wroblewski is playing bass guitar in the band. For Anniversary Sunday, the Chancel Choir, Bell Choir and the Band will provide music. Band, Choir and Hand Bells are for adults and students in grades 6-12. Children’s choir is for grades 5 and under, but no children have shown up at rehearsals.

**Organ Restoration Committee:** ORC will hold a Pancake Breakfast on Sunday, November 12, from 9 a.m. to 12 noon.

The ORC wants to finish the pipe organ’s restoration, which has one phase left. Part of the work of that phase is already, done, and James Leek will advise the remaining work and cost. About $6,700 is in the fund now, which includes about $3,000 in gift cards.

**Search Committee:** Sally Herzog sent a report that the committee has reviewed the three resumes that were received to date. They hope to receive more soon.

**Stewardship Committee:** Sharon Heinrich said that the committee is preparing for the 2018 campaign, which begins October 22 and concludes November 12.

**Sunday School:** Irene Joyce emailed a report that we still could use a Sunday School teacher or a substitute. $73.50 was collected for the August Penny Sunday, the Sunday School added $100 to that amount, and $173.50 was sent to the Houston Food Bank for victims of Hurricane Harvey. The Sunday School brought in $413 from the Bake Sale at the Garage Sale. This money is used for programs and supplies. On September 24, four third graders received Bibles. The September Penny Sunday will be handled by Jan Stough, who will give the money to Irene Joyce for hurricane/earthquake relief.

**Thrift Shop :** Lola Millhoane reported that the Thrift Shop is doing well and made $350 last Thursday.

**Trustees**: Greg Dickson reported that the Interior Improvement Committee is working on visible areas of the church and is taking bids for painting the sanctuary, and for new lighting (recessed lights) for the side room of the sanctuary. Beige sanctuary carpet and the gathering area carpet may need either professional cleaning or replacing. (Our red carpeting color is “Cathedral Red” and it is industrial carpeting.) Church furnaces were inspected, and all are in good order, except for a 29-year-old sanctuary furnace whose burners are disintegrating, and whose parts are no longer available. Price is $3,600 installed. Rental property furnaces will be inspected. Kitchen stove burners may need a tune-up. (Rachel will check with Dubick’s.) Lloyd Bridle did tuck pointing and repaired the parking lot walkway entrance bricks. Royalton Road tenants will re-sign their lease. Parking lot lights will be replaced with LED lights. Royalton Road property cleanup will be scheduled when the weather cools. The front outside entrance areas will be painted. The new office for the minister was painted, and furniture was set up in the room. Phase one of the sealing of the parking lot will be completed this fall by Holland Paving and financed through gains earned from the Endowment Fund. The price includes cleaning first and is $4,250. Trustees are looking for options to sell the church tent. Their next meeting is October 10.

**Women's Fellowship:** The ladies will meet Wednesday, October 4, at 10am and will tie-dye silk scarves. They will have a Cheese Ball fundraiser. Tasting and ordering is November 26; delivery is December 10.

**OLD BUSINESS:**

**200th Anniversary** Joyce Reed reported that 158 luncheon tickets were sold and two are left. Anniversary tasks are requested to be completed by October 8. Bruce and Joyce will meet with Rec Center personnel on October 1 to finalize room details. Joyce recommends that anyone speaking at the banquet meet with her to review their presentations. A Cookbook Reconciliation page was distributed with today’s agenda.

**Minister’s Report** – Rev. Heidi will begin serving at our church on Sunday, October 1. She has fulfilled all UCC requirements. Pastor Becky will receive Rev. Heidi into membership on October 15, and communion will be celebrated. The minister’s office may need additional furniture, and we will check with Rev. Heidi.

**Garage Sale** – Karen Morgan took the leftover furniture to the Volunteers of America store in North Olmsted on September 9. The Volunteers of America picked up the remaining leftovers in Pilgrim Hall on September 14.

**NEW BUSINESS:**

**Mail boxes** – Rachel and Sharon will create new mailboxes in the Parlor, using one blonde bookcase with adjustable-height shelves. Jim Heinrich made the motion to allot up to $200 for purchasing office files to use as mailboxes. Betty Craig seconded, and the motion carried. Rachel will go shopping at an office supply store.

**Open House** – Our church will participate in the Open House on November 19 with live animals and the live nativity from 5 to 8pm. City lighting is at 5:30pm. Animals will be an expense, and Linda Plain will be asked to receive a collection. Disposable paper products will be used for serving refreshments, and cookie donations will be requested.

Betty Craig motioned for adjournment at 8:36 p.m., seconded by Judy Carte. Motion carried. The next regular meeting of the Official Board will be **Tuesday, October 24, 2017 at 7 p.m**. Sharon Heinrich for Irene Joyce