**BOARD OF TRUSTEES MEETING MINUTES**

**United Church of Christ (Congregational)**

**Strongsville, Ohio 44136**

**May 14, 2019**

The meeting was called to order by Greg Dickson at 7:07 p.m. Pastor Heidi led the group in prayer.

**Present were:**

Financial Secretary Adria Bond, Mike Clotworthy, Myron Costin, Greg Dickson, Substitute Clerk Irene Joyce, Bob Kovatich, Treasurer Sally Herzog, Rev. Heidi Denman McDougall, Ed Sobek, Rob Stepan.

**Minutes** **of the April, 2019** **meeting** were not available for this meeting.

**Treasurers/Financial Secretary Report:** Adria Bond and Sally Herzog reported that the Operating checking account still owes the Savings account $6,500.00. Lawn care for the Royalton Road property will be taken from the Royalton Road account. Detailed balance sheets and financial reports were reviewed. Myron Costin moved to accept the Financial Report, seconded by Ed Sobek. Motion carried.

**COMMITTEE REPORTS:**

**Memorial/Endowment:** Endowment Fund Total $305,610.58

Memorial Fund Total $1,547.72

Available Endowment Gains $4,668.23

**Interior Improvement:**

One proposal has been received for the ramp project. Greg Dickson is going to contact the architect who submitted the proposal, Ibrahim Hakki. Bob Kovatich spoke with another architect who had questions about the project. Bob reported that Dale Hawk was to contact the architect and answer any questions. Rachel Zielinski, Irene Joyce, and Ingrid Dickson will be putting together a list of items required for Pilgrim Hall restroom renovations, so that bids can be accepted when the ramp project is completed.

**Minister's Update**: Pastor Heidi reported that Paul from Sign-O-Rama will be coming to measure for inserts in the church sign. She will also ask him about building and installing a post and panel sign with the church’s name and address.

**Buildings and Grounds:** Adria Bond mentioned that Eddy Bond had contacted a couple of sign companies regarding a digital sign using the existing framework. Estimates ranged from $11,000- $13,000.

The gutters around the church building and the Royalton Road house need to be cleaned. Adria Bond will ask Eddy to contact Mike Cappy, who has cleaned them in the past. Greg Dickson will also check with Eric Stough. Rob Stepan said that he would shore up the sagging gutters after they have been cleaned.

**Ongoing/Closed Items:**

Palmer Lawn Care has submitted another bill. Greg Dickson will resend the letter explaining the reason that the church does not owe for the invoice. He will send a certified letter. This invoice will not be paid.

A piece of downspout that came off the building has been reinstalled by Greg Dickson.

Myron Costin will speak to Dick Colmery about setting up a meeting concerning a security camera system wherein only the entrances/exits are covered. (Parking lot door, kitchen door, front sanctuary doors, Pilgrim Hall north wall door, Pilgrim Hall hallway door, and Royalton Road door)

**New Items:**

Mike Clotworthy volunteered to acquire drying mats for the coffee pots in the kitchen because the dish towels that are currently being used are a health code violation.

Adria Bond will ask Eddy Bond to contact George Love about sealing the parking lot.

Custodian Olivia Clotworthy will be leaving to attend the Ohio State University in the fall. Emma Clotworthy, her assistant, is interested in the position and will obtain the required work permits.

Irene Joyce will contact Merchant Linen Services to supply and maintain mats for the kitchen. Endowment outreach money will be disbursed to the Free Lunch for All Program to cover the cost.

**Official Board Report:** The Garage Sale has been moved to Saturday, June 29th.

Motion to Adjourn was made by Myron Costin at 8:06 p.m., seconded by Rob Stepan. Motion carried.

**Next Scheduled meeting:** Tuesday, **June 11, 2019** 7:00 p.m.

Respectfully submitted,

Irene Joyce, substituting for Clerk Karen Morgan