**BOARD OF TRUSTEES MEETING MINUTES**

United Church of Christ (Congregational)

Strongsville, OH 44136

October 8, 2019

The meeting was called to order by Greg Dickson at 7:04 PM. Pastor Heidi led the group in prayer.

**Those present were:**

Greg Dickson, Myron Coston, Tom Gaumer, Dale Hawk, Rob Stepan, Adria Bond, Pastor Heidi McDougall, Sally Herzog, Judy Gaumer

**Minutes of the September 10, 2019** meeting were approved in a motion by Tom Gaumer, seconded by Adria Bond. Motion passed.

**Treasurers/financial Secretary report:** Income continues to be above last year and expenses below budget. We need to start looking at the new budget and decide which COLA (Social Security or local) to use. Tom Gaumer moved to accept the report and Myron Coston seconded. Motion approved.

**Committee Reports:**

**Memorial/Endowment:** The memorial fund balance is $2,271.77, and the Endowment Fund Holding is $12,053.57.

**Interior Improvement:** There was an in depth discussion regarding the ramp situation. It was decided to look into an upgrade of the current ramp.

**Minister’s Update:** Heidi prefers to have a regular lock on her office door. Irene is working on a list of possible key holders. This will be done by position, not person.

**Buildings and Grounds:** The sidewalks by the kitchen door need leveling.

We need a trustee to serve on the Stewardship committee. See Sharon Heinrich if you are interested.

The custodian budget will be for 12 hours a week.

Greg made a motion to spend up to $120 for a time clock. Myron seconded and the motion was passed. The clock will be used by hourly employees.

Tom reported that we are not in compliance with smoking regulations because the smoking area is too close to the building allowing smoke to come in through windows and doors. No smoking signage will be needed.

The locks have been changed on the Royalton Road property. They should always be changed when we get a new tenant.

Irene will have Daisy Fresh come clean the carpet in the Gathering Area. They will wait to clean the upstairs carpet until all renovations are complete.

Gwen will clean the kitchen on October 19.

**Email items to be included in Oct. 8 minutes:**

August 14: Greg made a motion via email: For the Royalton Rd. property: have Mastranagelo Construction work on the bathroom ($350) and Mueller Power-washing to work on the deck for $420. The motion passed.

September 17: Greg signed a lease with Abraham Odetallah for the Royalton Rd. property. The rent will be $1300 per month for a year. Home Town Painting was contracted to repair and paint the bathroom art the house. The price will be $300 plus the cost of paint.

September 22: Greg signed two proposals, one for the Karen Morgan Memorial Pear Tree and one for shrub removal and planting around the front church sign. The pear tree will be paid for by the memorial Fund and the shrub removal and planting by the Diaconate account.

September 28: Next, the two voting items involve carpet cleaning and the exterior church locks.

The carpet cleaning bid will be paid by the general fund and the Sunday school. The portion we need to approve is the gathering area, the parlor, the church, the Pilgrim Hall carpeted landing leading upstairs and stairs for a cost of $270. The rest of the work will be upstairs and paid for by the Sunday School for a cost of $99.

The second voting item is the re-keying of the five church exterior doors for a cost of $350. We can approve the rekeying now and have it scheduled at a future time.

To summarize, please vote yes or no on 1) carpet cleaning $270 and 2) re-key five exterior church entrances for $350.

Both motions passed.

The next meeting will be Tuesday, November 12, 2019.

Respectfully submitted:

Judy Gaumer, Clerk