

Executive Board of the Oaklandon Unitarian Universalist Church
Minutes-- 09/13/2015 8:32AM

Attendees:

Sharon L. Sims
Charlotte A. Pontius
Thomas W. Osgood
Richard K. Meyer
Judy Kirkham
Linda Rice
Pat Matthews
Michael Cohen

Not attending:

Peggy Griffith

Minutes taken by:

Richard Meyer

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Sherry lit the chalice.

Minutes:

Tom moves to approve minutes from last meeting. Linda seconds.

Vote approves.

Financial Report:

Charlotte provided a report. She is using an Excel spread to track finances. The new format of the reports is well received by the board.

Tom moves to approve. Judy seconds. Vote approves.

Tom provided reports for the checking account and a budget modification. When Charlotte finishes out last year's finances, the remaining capital budget will be identified.

Tom moves that the budget be modified by re-labeling "office supplies" to "administrative supplies" so that the new admin has a bit of budget to work with, and that \$200 be moved from Fundraising Expenses to that fund.

Richard Moves to approve. Peggy seconds.

Discussion follows regarding, among other things, administrative vs worship supplies, though it has a line item itself.

Vote approves.

Sunday Services:

November will be our first attempt at a themed month, with Gratitude.

Keep the idea of the closing song, but will stay in our places.

Social Justice:

In the process of picking projects, Cupboard, Kiva, Heifer, etc.

Expect an active year.

Next Share The Plate will be a local group.

Decluttering

There are a couple large dividers that seem to have no obvious use to us. One is low, and has a dry erase board on one side. Sherry will check with Tammy, otherwise they will both go.

Buildings and Grounds:

The previous offer to fix the plaster ceiling downstairs has fallen through due to inexperience. Sherry still has a few names to call.

Smoke alarm batteries. Sherry changed the ones downstairs. Upstairs should be replaced in November.

Pastor Rosario has received word that someone wants to donate an electronic screen to them and he has offered to have it installed. We have few details on size, etc. They also want to bring in a cabinet for their supplies.

Bonnie Jones has volunteered to paint the wood paneling in the basement.

Linda makes a motion to allow the painting to continue. Peggy seconds. Vote approves.

Linda will contact a couple of structural engineers regarding a structural assessment of the northwest corner of the foundation and report back on rates.

Other:

Kaye suggests a new copier/printer HP LaserJet Pro MFP M225dw. Will decide next month. Richard will provide link for inexpensive replacement toner.

Database. Kaye does not have the data from Jan yet. One of the fields is Member yes/no. The Book has 144 people listed as members, which does not balance with what we have sent to UUA. Kaye checked the bylaws and the Assistant Treasurer and Secretary may make final decisions on membership. Judy is currently going through the list to identify deceased.

Richard makes a motion for a single yearly payment on the database. Charlotte seconds. Vote approves.

Sherry mentions we may want to invest in a small fireproof safe for documents such as The Book that we would like to protect.

Assistant: 8 resumes. Sherry and Tom decided on 5 of them. Two self-eliminated. Sherry and Tom recommend Bea Melnarowicz (who is also our current church cleaner). Linda motions to hire her. Peggy seconds. Vote approves.

Charlotte motions to pay monthly, based on 4h/wk and \$15/hr. Peggy seconds. Vote approves.

Tom moves to select a date to make the payment, based on the number of Fridays in the month. Peggy seconds. Vote approves.

Meeting adjourned - 9:34