

Minutes – United Church of Strafford Trustee Meeting – December 4, 2016

The meeting was called to order at 11:40am

In attendance: John Echeverria, John Hawkins, Lynn Wickberg, Bill Burden

It was noted that Kerry Claffey could not attend but stopped by before the meeting to drop off updated budgets and go over some details on the numbers.

The Minutes of the October 3, 2016 meeting were reviewed and approved.

John Hawkins reviewed the budget items that he and Kerry discussed before the meeting: the over-spending in the Trustee's Reserve Fund that came about as a result of the Parsonage septic system replacement (and how we would have adequate funds to cover it from other budget lines and funds), the status of Plate Offerings and Pledges, the changes in the budget to show the parsonage housing as both income and expense, where we might get money to re-imburse Annemieke for the work that she is doing on the pageant that was not included in her contract, and where the Gerlach and Coffin bequests were currently situated (both in the budget and in actuality).

John also noted that Kerry stated that John Echeverria and the auditor would have the required documentation to complete the audit before the end of the year.

We discussed short term and long term projects: painting in the Parish Hall and fixing the library doors to comply with the Safe Church Recommendations as short term, and bell repair, mold on the entrance door, and a possible roof leak as longer term. Short term projects will be completed in the next few months while the longer term projects will need to wait for warm weather. Lyn also mentioned that there were potential issues with two door lock-sets in the Parish Hall and John H agreed to look into the situation.

We received a request from the music committee that we consider reimbursing Annemieke for the Christmas pageant which was not part of her contracted work. There is money in the Christian Education Fund to cover this so we agreed. John will work out the details with Annemieke and the music committee.

Under other business we discussed the mouse problem, the need for us to do a better job of specifying what we want from whomever we hire to clean the church, and the possibility that Jack Welch would consider serving as Sexton (Bill will look into this question).

Meeting adjourned at 12:20pm

Submitted: John Hawkins