

# Union Church Trustees Meeting

Date: July 14, 2009  
 Convener: Leslie Berger, Chair  
 Minutes: Carol Gilliam, Church Clerk

**Members Present:** Leslie Berger, Moderator-Jean Boyce, Steve Boyce, Clerk-Carol Gilliam , Marvin Jenkins, Joyce Mosher, Joe Spencer, Bill Stolte  
**Members Absent:** Howard Carlberg, John Payne, Gail Wolford

<u>Subject</u>	<u>Discussion</u>	<u>Action Needed</u>	<u>By Whom</u>	<u>Follow-up Date</u>
<b><u>Devotional</u></b>	The meeting was opened by devotional reading.	N/A		
<b><u>Lock up/ Devotional</u></b>	Joe Spencer gave keys to Bill Stolte who is Trustee doing lock-up for July-August cycle. August – Gail Wolford September – Steve Boyce October – Marvin Jenkins November - Joyce Mosher December – Leslie Berger January – Howard Carlberg	Open and Lock up Union Church each Sunday until next Trustees meeting	Bill Stolte	August
<b><u>Approval of Minutes</u></b>	Minutes of the May meeting were approved as submitted.	N/A	N/A	N/A
<b><u>Finance Committee Report</u></b>	<ul style="list-style-type: none"> <li>The Finance Committee will meet tomorrow evening, thus there was no new report.</li> </ul>			
<b><u>Personnel Committee</u></b>	<ul style="list-style-type: none"> <li>Carla Gilbert retired as Director of Christian Education effective July 1 and Jennifer Durham left the Youth Director position July 12.</li> <li>Deborah Payne has been hired for the position of Youth Director with employment effective July 13.</li> <li>The CE Board is continuing to advertise for the position of Director of Christian Education.</li> </ul>	Assist CE as requested	Personnel Committee	August, 09

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<p><b><u>Properties Committee</u></b></p>	<ul style="list-style-type: none"> <li>• Work has been completed on roof, gutters and sanctuary window sills.</li> <li>• Isaacs roofing completed work with additional items, not originally planned, for a total cost of \$5200.</li> <li>• Workday is July 25. Bill will not be here and says two priorities are to trim the front hedge, bring in a load of topsoil for the area between sanctuary and Cowan Chapel, and take out some honeysuckles. Leslie will coordinate work day.</li> <li>• CD reported poison ivy in playground. Jean Boyce volunteered to address that.</li> </ul>	<p>Coordinate work day</p> <p>Poison ivy removal</p>	<p>Leslie Berger</p> <p>Jean Boyce</p>	<p>All August 2009</p>
<p><b><u>Building Major Projects Committee</u></b></p>	<ul style="list-style-type: none"> <li>• Jean is convening a committee to assess the physical building and provide information on major projects to address these as the Church continues its long term planning.</li> <li>• She is inviting any trustee to be part of it along with others who have special knowledge of the church's physical building needs.</li> </ul>	<p>Form committee and assess building needs</p>	<p>Jean along with Billl Stolte; Steve Boyce; Joe Spencer; Marvin Jenkins (and others)</p>	<p>October, 09</p>
<p><b><u>Building Use Committee</u></b></p>	<ul style="list-style-type: none"> <li>• No report, still gathering information</li> </ul>	<p>Continue work of the committee</p>	<p>Carol, Leslie, Jean</p>	<p>Ongoing</p>
<p><b><u>Sound System &amp; Video</u></b></p>	<p>Joe Spencer raised possibility of looking at the sound system and video equipment with a possible upgrade to make these better and more user friendly so that more people would be able to use them easily, and to get better sound and video.</p>	<p>Discuss with Rev. Kent and possibly get a church member to assist with assessment and make recommendations, including costs of changes</p>	<p>Joe Spencer</p>	<p>August</p>
<p><b><u>Upkeep of Website</u></b></p>	<p>Currently, the website is being managed on a volunteer basis by Pat Barrett. There is some feeling that some special training could be arranged and this function could possibly be part of the usual duties of a paid staff member.</p>	<p>Look at expectations for current paid staff via review of job descriptions. Discuss with Rev. Kent.</p>	<p>Personnel committee will gather data; supervision remains with Pastor</p>	<p>August 09</p>

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<b><u>Consider publication</u></b>	August will go back to paper printed, mailed Consider. Trustees will continue to explore ways to make it widely accessible at least cost.	Resume regular schedule; Continue evaluation	Church Office and Trustees	October 09
<b><u>Adjourn</u></b>	Meeting was adjourned at 8:00 pm	Next meeting August 11	Trustees & officers	August 09