

**WSUUC Board of Trustees**  
**Via Zoom**  
**May 28, 2020; 6:30pm**  
**Approved Minutes**

**Trustees Present:**

Joe Schafer – President  
Daniel Ang – Vice President  
Carolyn Brown – Secretary Joe  
Lois Riemer  
Chann Spellman  
Gary Kustis  
Karen Auer  
Sarah Soper  
Mimi Mayer – Ex Officio

**Staff Present:**

Rev. Anthony Makar  
Meghan Ross-Boggess  
Suehana Kieres

**Members Present:**

Gary Nemes  
Brian Gardner  
Liz Nolan

**Opening Reading** - Little Things, Lois

**Check-In**

**Consent Agenda**

- Minutes – No Changes
- **Senior Minister's Report**
  - West Shore continues to meet with online services and Connection Circles, Pastoral Care Team services, Zoom Coffee Hour, Project "Check-In" calls to members
    - Did receive PPP loan of \$209k
  - Consolidating four positions that support Religious Education, Membership and Engagement into two positions
    - Religious Education, Membership and Engagement Assistant
    - Membership and Engagement Coordinator
  - From June 29<sup>th</sup> to August 9<sup>th</sup>. Michelle Ma will serve as Summer minister on a part-time basis
    - In 2020/2021 budget

- Child Care Center can reopen June 1<sup>st</sup>
- Restricted on the number of children that can attend
  - Potential losses for June could be offset by PPP loan
- **Motion to accept consent agenda as presented made by Lois, seconded by Karen**
  - **All in favor**
  - **No objections**

#### **Finance Committee**

- **Recommended Motions from the Finance Committee**
  1. Accept \$3,000 gift to D-250 Building & Grounds from Tom Smith. The gift was to help pay for the sewer repair for the drainage of the courtyard.
  2. Accept \$10,000 legacy gift from Shirley Heck received in December 2019 designated \$5,000 R-270 Baker Hall Project for Sound Acoustic Panels and \$5,000 R-025 Solar Project. If after 5 years the money has not been used for its designated purpose, it should go to the Capital Improvement Fund. D-220 Long Term Building and Maintenance.
  3. Accept \$10,000 legacy gift from Shirley Heck designated \$2,000 R-270 Baker Hall Project for Sound Acoustic Panels and \$8,000 D-250 Building & Grounds for South fence repair and tree removal.
- **Motion to accept all three gifts made by Daniel, seconded by Sarah**
  - **All in favor**
  - **No objections**
- **Finance Committee Report**
  - Received PPP loan of \$209,600 which has been deposited to Money Market checking account
    - Need to calculate the portion that will be forgiven
    - Portion not forgiven will need to be paid back at 1% interest
  - Operating Expenses are below budget by \$87,770
    - Largely due to closed building
  - Cash flow is expected to be favorable through May 31<sup>st</sup>
    - PPP loan can be used to fund any cash shortfalls after this time

#### **Plans for Reopening**

- **Joint Resolution from the Board of Trustees and Rev. Makar:**

**That: In light of uncertainty about what gradually re-opening Ohio will lead to, in terms of a second wave of infections; in recognition that programming during summer months at West Shore has historically been slower; and in overriding commitment to the value of people's health and wellbeing: the West Shore Board and Rev. Makar have jointly decided that West Shore will stay in virtual mode through the end of August (with the sole exception of the Child Care Center). At the August Board meeting, the leadership will take stock of where the world is and revisit the question of re-opening.**

**While, during this time, the building will remain closed, West Shore cannot and will not restrict small groups from gathering off site. We recommend that, if small groups gather, they practice social distancing, wear masks, and engage in other behaviors that safeguard people's health and safety.**

- **Daniel moves to accept resolution, Chann seconds**
  - **All in favor**
  - **No objections**

#### **Practice of Shared Offering**

- Currently giving a portion of each offering to a partner organization
- In the past, one offering a month was given to an organization.
- Offering provides important outreach to community
- Will continue to explore options in the future

#### **Closed Session**

**Closing Reading** – Quote from Ralph Waldo Emerson, Lois

**Adjourned 9:10PM**