

**FIRST CONGREGATIONAL CHURCH OF ASHFIELD, UCC**  
**Trustees' Agenda**  
**December 2, 2025 at 7:00 PM via Zoom**

Present: Ted Murray, Annie Cheatham (Scribe), Hetty Startup, Sam Schreiber, Holly Wescott, Patricia Donohue, Allen Gabriel, Ann Gibson (Guest, Treasurer), Nancy Marshall

Holly led the Opening Prayer

**Old Business**

1. Approval of minutes was accomplished for Nov. 4 meeting. All voted to approve.
2. Financial review led by Ann G. Making switch from QuickBooks to Quicken by end of the year. Cleaning up lots of old data before switch is made. Ann also gave update on pledges. 2025 pledges are outstanding to tune of \$10,600. Ann estimates that we'll get \$8,000 of that. Not sure about \$2,600. For 2026 we have received 11 pledges for \$39,500. Discussed how to keep piano donations separate so we can manage balance. **Ted will send review to Piano Committee about how Trustees plans to manage the funds.** These terms were finalized in the October 7 meeting, but not sure we communicated them to the group. Patricia suggested that we reach out to community. Letters are going out this week to people in Ashfield who are not church members. Letter is signed by Wendy, Ted, and Nancy. **Annie will reach out to Patricia for help to identify Ashfielders.**
3. Building/maintenance/repair issues and status
  - Sam is still checking with contractor about that. Sam open to suggestions. **Ann and Ted will send names of contractors to Sam.**
  - Shed roof repairs have been completed. Under \$900 and paid for by the Page family next door. Ted sent them a thank you note.
  - Effort by the Food Pantry to create a ramp for kitchen door has led to a solution made by Eddie's Wheels.
  - Update on plans for painting Friendship Hall – **Patricia and Margaret Boone will talk after the holidays.**
  - Basement light switches will be addressed by Dan Pease. Busy now, but he'll contact Ted when ready. **Ted asked Allen if he would help Dan with this.** Will also request that he add light switches near the lift so they are easily visible in the dark.
  - Fall Clean-up. Holly said she'd talked with Jeff and he put storms in downstairs. Patricia checked upstairs and they're closed up. **Patricia will check list for any other items that still need doing.**
  - Bulkhead repair estimated to cost \$1233 from Pease Handyman. **MOTION:** to take up to \$1,500 from the General Fund to pay for repair. All approved.
  - Dead/problem trees near parking lot have been removed by Randy Sears. And Sam took the logs away. Bill was \$945. And Ted has asked Pat if the FP would help pay for half of that cost. To be decided by their board. **Ted can report later.** Discussion followed about property boundaries and whether or not we can add fill to the back of the parking lot to expand space there. Concern about cars sliding off into the ravine on icy days. **Hetty will start researching property boundaries.**

## **New Business**

4. 2026 Budget draft was discussed. Agreed to reduce amount for the UCC conference and to pay them what they have requested. **Ted and Sam will check with Deacons about budget line for Pulpit Supply.** Also need to remove Piano Tuning from budget since that will be covered by the piano investment held in reserve for piano maintenance. **Sam and Ted will review this again for Jan. meeting** with goal of having a balanced budget for Annual Meeting.
5. **Holly will initiate the Jeff's annual review.** Review will include a simple report to Trustees who need to justify COLA increase. Ted has talked with Wendy and David. They will get job descriptions from Virginia, Meg, Margery and try to see if they are comparable. Annie and Nancy are also available to help with this.
6. Christmas bonuses for staff were discussed. **Ann will cut checks of \$100 for everybody, and Patricia will write notes.**
7. Discussed concerns about the Apartheid Free pledge and next steps. **Nancy will follow up with the group that is working on this issue.**
8. Discussed piano and its preciousness. **Ted will communicate to the Piano Committee** and ask them to take a "chill pill" about the piano.

Next meetings: 1/6, 2/3, 3/3, 4/7, 5/5, 6/2/ 7/7, 8/4, 9/8, 10/6, 11/3, 12/1

Closing Prayer led by Holly.