

**FIRST CONGREGATIONAL CHURCH OF ASHFIELD, UCC**  
**Trustees' Minutes**  
**February 4, 2025 at 7:00 PM**

**Present:** Ted Murray, Sam Schreiber, Richard Prée, Patricia Donohue, Holly Wescott, Nancy Marshall, Annie Cheatham (Scribe)

We welcomed new Trustee, Nancy Marshall, then Holly led our opening prayer.

**Old Business**

1. Approval of minutes from January 7 meeting. All voted to approve.
2. Financial review led by Ted based on reports sent to us by Ann Gibson, Treasurer. All is well and no concerns.
3. Building/maintenance/repair issues and status
  - Electric bill submitted to Co-op Power. This relationship might result in reduced electric costs. **Ted and Sam are continuing to investigate** this prospect. Nothing in place yet to vote on.
  - Rodent control company used by Country Pie, Ashfield Hardware, Ashfield Preschool, etc. has presented proposal to church. \$295 for 3 months. They will monitor situation for 3 months. If after that time, we want them to continue, we pay them \$75 for another 3 months. Motion to spend up to \$450 for initial visit plus 2 further visits as needed in 2025. Seconded and voted in favor by all. **Patricia will talk with Jeff about how he can keep an eye on this. Patricia will meet with company people when they set traps.**
  - Kitchen door now closes thanks to Todd Pease. Fire escape door upstairs in Green Room is not closing/latching properly. Todd Pease will get estimate for a new door. Florence Lock and Key is also being consulted about installing a different closing mechanism on the existing door. This matter will be **monitored by Ted and Richard.**
  - Todd Pease has added a plexi window to the door to the sanctuary. **Richard will ask** him to adjust tension on the hinge.
  - Two dead trees appear to be leaning over and toward our rear parking lot. This matter has led to several discussions about insurance coverage in case anyone or anything is damaged if a dead limb should fall. Ted met with neighbor who said he might be willing to take the tree down since the trees are on his property. **Ted will follow up with him** to find out what the neighbor's intentions are. Ted also met with Rick Chandler from Food Pantry to determine if the Food Pantry might be liable in case of accident. This matter has brought up issues around insurance for the church and the Food Pantry. **Ted is in conversation with the church's insurance agent. Also Ted will check with the Town** since the church has an MOU with the Town to use the lot for parking. Perhaps the church could be covered in the Town's insurance plan.
  - Snow slides are happening from the roof, and we discussed how the church is responsible for any damage to anyone or anything. Several snow guards are in place. **Ted discussing this with insurance agent and Food Pantry.**
  - Podium modifications will be made by Todd Pease and Joe Giard. **Ted and Richard are monitoring this.** David has been consulted and is pleased with the plan.
  - Oil supplier is new and we are learning together what our needs are based on our usage. Jeff will check gauges frequently, and he will check on propane levels also. All to avoid running out of fuel at any time. **Sam and Ted working on this.**

### **New Business**

4. We discussed the distribution from Clarke Fund and agreed to withdraw 4% during 2025 with a distribution every quarter. Motion: It is moved to transfer \$4,305 from the Clarke Fund at Vanguard to the church's operating budget. Seconded and approved by all.
5. Election of Chair, Ted Murray, Vice Chair, Sam Schreiber; Chaplain, Holly Wescott; and Scribe Annie Cheatham was moved, seconded and voted by all in favor.
6. Ted passed out new Church Year Schedule to remind us of what Trustees need to do each month of the year.

Holly closed with a wonderful prayer again!

**Next meetings: Mar 4, Apr. 1, May 6, Jun 3, Jul/Aug date?**