



Zion UCC Board of Trustees Meeting Minutes **August 18th, 2025**

Call to order — convened at 7:02 pm PM in Kuck Hall, at Zion UCC Tonawanda, 15 Koenig Circle, Tonawanda, NY 14150.

Roll call - Attending: Dave Dubbert, Jill Fowler, Marcel Ross, Brianna Grine, Ted Camp, Jacob Korte, Ed Miller, Laurie Mittlefehldt, James Cousins. John Pauling and Jeff Quinton on behalf of Consistory.

Opening Prayer by Ted Camp.

Review of June 2025 minutes; *Motion by Jill Fowler to approve minutes as edited, 2nd by Dave Dubbert, unanimous approval.*

Old Business:

1. Audit Report Review and Planning -

- a. **MOU for Budget Contribution** - This has been tabled to budget planning for 2026 (October 2025 planning).

2. Visioning 2025 and Beyond Projects

- a. **Summary of Assets** - Laurie will work with John Pauling to help organize this spreadsheet.
- b. **Kuck Hall** - RFP review was begun and as discussion went on, there was a concern for how much the project was going to cost, and a decision was made to further modify the RFP and bid requests to scale back to more cosmetic levels of renovation. The new scope was decided to be limited to modify ceiling, electrical, fans, lights and paint. Marcel to discuss with vendors to get updated scope proposals.
- c. **Concrete Work:** Review of the quote from DiDinato. After review and discussion that the bid does not meet our needs, James motions to reject the bid as it is 3x the magnitude greater than anticipated, and Ted will go back to DiDinato to review and strip out unnecessary work and hope we get a better quote.

- 3. Interior Sanctuary Roof** - Invoice from Residential Contracting, Inc. after completion of work, Jake motions to approve payment \$1,500, 2nd by Marcel with unanimous approval.

- 4. Exterior Water Bibs** -We have 1 quote in hand, but other options waiting for bids to be returned.

- 5. Trustee Estate Planning workshop** - Nothing to report yet.

- 6. Security Committee** - Jill reports that classes will be moving away from stage, and rearranged per their review. Consistory is reviewing quotes for an expandable divider for nursery/ classroom and window film to be installed. Questions arose that there might be more renovations to be considered that might want to be added to the Kuck Hall renovation master plan and RFP

- 7. Boiler Room Hot Water Tank** - Nothing to report.



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NEW BUSINESS

1. Jill advises she has reviewed a kitchen rehab request, and proposes we remove the dishwasher and donate it to another UCC church that may need it. James motions to remove the dishwasher and donate it, Jake 2nds the motion, unanimous yes. A note is made that will later fill in the spot with a cutting board and disposal in that spot.
2. Memorial Park Review- John and Jeff bring a request to move forward with a new vendor for the Memorial Park. Jeff advises that after we gave the initial deposit and signed the contract that the vendor has failed for 2 months to start the work proposed and agreed upon. Many calls, emails and broken promises have ensued, but many thanks to Jeff Quinton for his persistence in trying to fulfill this project thus far. The Environmental Committee and Consistory have discussed with the next lowest bidder for the initial project on how to deliver a very similar result. A contract with Stonish Landscaping has been proposed. Jeff asks the Trustees to pledge funds in addition to what was raised to deliver this project very quickly next month. After review of options and costs, James motions to modify the original pledge of funds and sign contract with Stonish for an additional \$10,500 plus the money raised in the dedication fundraising drive. This will include 5 trees and 2 benches added to the final quote. Laurie 2nds the motion, and unanimous voting support to approve. Brianna will move money into the checking account to cover our pledged \$10,500 amount.
3. Memorial Park Vendor, Jake Wolf, has not started work, nor returned deposit after due notice. James requests that Trustees approve that he pursues Jake Wolf for the \$4,500 deposit. James will file a police report for theft by deception, thru Lt. Rhineheart. Laurie motions to authorize James Cousins, on behalf of the Zion UCC Trustees, to file a police report in order to seek restitution of the \$4,500 deposit from J. Wolf Property Service. Jill 2nds the motion. James abstains. Unanimous for the rest of board to authorize as such.

The next meeting will be 3rd Monday, September 15, 2025, 7:00pm in Kuch Hall;

Motion to adjourn by Laurie Mittlefehldt, seconded by Jacob Korte to close; unanimous approval, closing at 8:53 PM.