



Zion UCC Board of Trustees Meeting Minutes

September 15th, 2025

Call to order — convened at 7:03 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, Ed Miller, Laurie Mittlefehldt; James Cousins & Jacob Korte excused. Ted Camp to chair the meeting in James absence.

Opening Prayer by Ed Miller.

Review of August 2025 minutes; *Motion by Ed Miller to approve minutes as edited, 2nd by Laurie Mittlefehldt, 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. **Kuck Hall** - RFP review was begun and we reviewed the scope and identified a parallel concern brought by a safety committee concern. It was discussed that it made sense for the scope of the work in Kuck Hall to include these minor additions. Jill motions, that we as Trustees are agreed, that all Sunday School room windows, lower portions of Kuck Hall, and lower portions of entranceways at Kuck Hall and Narthex are to be included to receive security glazing film, and that this cost should be included in the Kuck Hall renovation plan, to be paid by Trustee budget in the Kuck Hall proposal and completed within Kuck Hall project timeline. Ted 2nds the motion, and unanimous approval is recorded.
- b. **Concrete Work:** Ted has requested a meeting with another vendor, Healing Restoration, and will also schedule with Randy for concrete work.

3. Exterior Water Bibs -NTR, tabled to October meeting.

4. Trustee Estate Planning workshop - Nothing to report, Debby & Health Ministry has a legacy binder event scheduled soon for some of this topic.

5. Security Committee - Jill reports that a request for 3 cameras will go out to Tom, our current contact, and will also require more upgrades in hardware. Quote to be reviewed in October meeting.

6. Boiler Room Hot Water Tank - Nothing to report.

7. Kitchen Update - Jill advises we have not found a home for the dishwasher within UCC and we are looking for someone to dispose of it. A note is made that will later fill in the spot with a cutting board and disposal in that spot.



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- 8. Memorial Park Review** - Project started, 90% completion. Will need a completion date from Jeff to authorize final payment from our account by Ron.
- 9. Memorial Park Fired Vendor Recovery** - James Cousins, filed a police report in order to seek restitution of the \$4,500 deposit from J. Wolf Property Service. No results on return of funds yet.
- 10. Snowplowing Vendor RFP** - Review of duties for requesting maintenance services for parking lot. RFP and info will be sent to Dave Dombrowski so he can begin the RFP process.

NEW BUSINESS

1. Jill and Dave Dubbert brought concern from Ray about the gate on the East Side of the playground area being misaligned and needs to be fixed. Several remedies discussed, and Dave will seek a solution and cost.

The next meeting will be 3rd Monday, October 20, 2025, 7:00pm in Kuch Hall;

Motion to adjourn by Dave Dubbert, seconded by Brianna Grine to close; unanimous approval, closing at 8:29 PM.

Accountable: Ted - 1, Dave - 1