
Monthly Trustee Meeting Minutes

North United Methodist Church
12 June 2019

In Attendance: Jeff Bonner, Chuck Teague, Doug Russell, Andy Hein, ~~Marcia Dyrud-Case~~, Kathleen Custer, John Hughes, Michael Schweiss, ~~Doshia Stewart~~, Julie Eggert

Reflection/Prayer—Jeff Bonner

Review and approval of 08 May 2019 Minutes--Approved

Project Updates from Chuck Teague

- HVAC – Irish Mechanical Presentation by Jeff Martin, President
 - Major components have been replaced. Final need: Update control system and provide access and training on how to control and manage it.
 - Software—Tridium-based, non-proprietary, programmable control system to replace what we have. Can be accessed via internet for alarming, controlling, viewing
 - Graphically based using the building floorplan and existing hardware (e.g., thermostats). Any components in place can be viewed (location and status).
 - Wireless interface with a building controller—connecting to existing systems. Areas of the building with stand-alone systems can be added to the software
 - Alarming can be put into place to notify when heat, hot and chilled water, etc. are not working. Also, Irish can log on simultaneously to assist in diagnosing issues.
 - Redundant systems can be brought up to date so that back-ups automatically start up upon main system failure.
 - Local control available so that we may change settings and timing of settings as needed.
 - Potential to add doors, lighting, etc. with additional controllers. Other add-ons available.
 - Jeff Martin to provide an updated proposal for control system and a proposal for adding heat to Nancy Fykes and Darren Cushman-Wood's offices.
- Refurbish 38th Street Signage—Update
 - Greenfield Signs has our updated input and will respond. We will be working with a new salesperson
- Fire Marshal Inspection Results—Did well. No show stoppers.
- Parlor Window Treatments—Jim McQuiston to recommend
- West Entry Step Lighting
 - Short posts will be added and tied in. Jim McQuiston will be recommending styles.
- Bottle Filler – Installed
 - Chuck gave the invoice to Eric Galloway for Green Team payment of \$495
- Door Locks/Safety—still waiting on a report.

New Projects

- Parlor/Restrooms Renovation—Jim McQuiston proposal (he will send us a pdf copy)
 - Existing Men's: There is enough real estate in the current space for a handicap stall, a regular stall, urinal, and sink. Door widened to accommodate wheelchair for ADA compliance.

- Existing Women's: Create a Family restroom in the area where the sinks currently are. Create a wall where the entrance to the stalls currently exists. Create a handicap stall and sink. This will allow for privacy when people need to help others (elderly or children) that need assistance (and would also be a gender-neutral restroom).
- A new women's restroom would be created in the nursery space. There would be a lounge area, the restroom would have a handicap stall and 3 other stalls.
- For all restrooms, we would need new tile flooring, fixtures, grab bars, etc. No-touch fixtures could be added.
- Parlor: Currently, nothing welcoming or inviting about the room. Meeting space often set for twice the number of usual attendees. Proposal:
 - Create a meeting space for up to 14-16 people at the north end of the room with a quasi-permanent set up, centered on the windows. Add a white board and modern presentation equipment.
 - Create seating areas by the fireplace on a carpeted space. Move the doors to line up with the hallway.
 - Open up the kitchen and create a pull-up seating area. Make the kitchen part of the space. Could be used for small lunches and small meetings. Move the refrigerator and repaint cabinets/update hardware. New flooring and ceiling in the kitchen.
 - Add window shades and new lighting.
- Create a small conference room next to the Parlor (rather than having what looks like a "pass through" to the large conference room). This would be 1:1 space or an escape for someone here for a funeral. A smaller door would replace the current double door. This room would be accessible from both the current parlor and conference room.
- Remove the cabinets from the current conference room and modernize it into an updated conference room.
- Next steps: May need a capital campaign for this. Jim to give us a ballpark estimate we can work from.
- Site Invasive Plants Cleanup
 - Jeff Bonner has a colleague that can look at our site and identify the invasive species that we need to remove and what to replace with. We know we have about 25 Bradford Pear trees that are on the list of invasive species.
 - Could we use the Youth Group to map and tag the plants/trees to remove/replace? And help with removal? Once mapped, we can make a plan. Jeff Bonner to mention to Cory Unthank.
- Wall Paint/ Masonry Repair
 - Have a report from 2006. Some remediation was done, but not the bell tower. Need to revisit the report to determine what still needs work. We also have a 2011 letter that prioritized repairs. Chuck to send out the letter for review.

Tuesday Crew

- Communion Rails – Eric Oehler Thank You Card
- Balcony – Southeast Corner, 2nd to Last Pew Still Needs Securing
- Tile – West Entry – John Hughes
 - John inspected the tile. There are cracks, one missing a chunk, one rocks, etc. We don't know the manufacturer of current tile. Replacement tiles are a different size, but have color match. Plan is to purchase some of each of the 3 colors. We will replace the 2 that need it, and replace others as needed. John believes we can babysit the floor for 5-10 years. Approx. \$200 for replacement tiles vs. \$16,000 to re-do the entire floor.

AOB

- LED Lighting Conversion Grant (Troy Barker)
 - Troy is still waiting on more information
- Repair/Replacement of Railings on Southeast Side and Sidewalk Entrance on Meridian Street
 - Railings are broken off the bottom base. Also, Chuck noticed that the railings don't match. John thinks that we could easily repair the pipe railing. Repairs needed from a safety perspective. Chuck will obtain quotes to repair or replace, going back to the original concept.
- Loss of Telephone Landlines due to Red Line (Elevators, fire alarm, and FAX machine). No timetable for repair.
- Electrical outage due to proximity lightning strike—all systems came back up.

Wrap-up and next meeting Information

NEXT MEETING: July 10, 2019