
Monthly Trustee Meeting Minutes

North United Methodist Church
08 May 2019

Attendees:

Jeff Bonner, Chuck Teague, Doug Russell, Andy Hein, Marcia Dyrud-Case, Kathleen Custer, John Hughes, Michael Schweiss, and Marie Lang

Introduction of Marie Lang – Finance Director

Meeting was called to order by Jeff at 5:30

Approval of March minutes:

Minutes from April 10, 2019 were approved

Project Updates from Chuck Teague

- Basement First Aid Station (AED and First Aid Box) – Put on hold
 - Locations near Rm 202 (Amy's Office) and Stair area near West Entrance, and Narthex complete. Monthly maintenance check provided by vendor to Chuck. Batteries changed every year in all AED's with battery change log on each AED.
- Refurbish 38th Street Signage
 - Base sign without the veneer is \$17,660.00. With the additional stone veneer is an additional \$33,603.00. **Additional veneer cost is not supported by Trustees.** More manageable box woods and flowers preferred in front of sign. Chuck is checking final design with banner arrangements and sign change out cost if needed in future.
- Parlor Window Treatments
 - Kathleen talked to Nancy about the Parlor window treatments. She also spoke with the chapel addition architect Jim McQuiston. He is offering his services as a designer for the parlor and new lower level west entry restrooms. Action – Kathleen will ask Jim to attend next months meeting and provide some rough designs.
- Slate Roof Repairs
 - Pictures provided by Slate Roofing company. Only small 1-2 slate pieces in a few patches are needing to be addressed. Slate roof repairs are postponed until a significant amount is needed to be repaired.
- West Entry Step Lighting
 - Chuck had two companies come out and measure, but no quotes have been sent. No calls or emails answered. Jim McQuiston is also interested in helping be involved with this project as well. Andy and Jim have discussed. Posts in the two islands ten feet high are the ideal recommendation.

- Annual Maintenance/Service Contract Items (Scheduled/Completed)
 - All contracts are on multiple year contracts in order to secure fixed costs for service. Chuck and Marie have reviewed these.
- Soft Softener was rebuilt instead of buying a new one. Usual life span is 10 years if maintained properly and the correct salt is used. Elgin Water did the service.
- Heat and Air Conditioning to Pastor and Office Manager offices
 - Revisiting the original quotes that Chuck was provided. Ballpark for both offices is \$20,000 - \$30,000. Looking to pursue some action on this subject soon.

New Projects

- Parlor Restrooms Renovation – Seeking Jim’s help for design ideas.
- Door Locks/Safety – Met with Richard Dye (Allegion)
 - Richard is putting together recommendations to fully use our current system. Chuck spent an hour and half walking through the building with Richard.
 - There are a lot of Allegion products already in the Church.
 - Seeking quote on rebuilding the old cast-iron Yale door closers as well.
- Water Bottle Filler for Project Transformation **VOTE Passed**
 - Hobb Forbush Plumbing – Chuck is requesting quote for the water bottle filler unit and installation. Green Team is paying for the unit. Vote approved to complete the Water Bottle Filler project. Not to exceed \$1,800.00. Trying to have installed by June 1st.

Tuesday Crew

- Wall Paint/Repair – Looking to test solutions in the South stairwell viewed during Trustee walkabout. Chuck is going to contact some Restoration individuals who have contacted him in the past.
- Communion Rails – Wanted to wait until after Easter. Seems like a glue job done by Eric Oehler and others.
- Lighting conversion in the Club room
- Landscaping by non-mechanical individuals

Finance Update

- Maria shared with us that many of the bank accounts have not been reconciled since October 2018. She is currently working to reconcile and through December 2018. Financials shared with Trustees were thought to be understated for receipt based expensed. Monthly auto payment withdrawals appeared to be reconciled in budget. Full audit of books planned for mid-summer 2019.

Next meeting Information

- Prepare NUMC Centennial project list ideas. 100-year anniversary is 2031.

NEXT MEETING: June 12, 2019