

# Monthly Trustee Meeting Minutes

North United Methodist Church

14 August 2019

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

**Review and approval of 14 July 2019 Minutes** - Approved

## Project Updates from Chuck Teague

- HVAC – Irish Meeting
  - Control system upgrade-Parts on order, work to begin Sept. 2019.
  - Pastor and Office Manager HVAC system upgrade-Quote complete, see packet for details. Prices a bit higher than last year. Control cannot be combined without extensive duct work. Chuck will check with them about doing duct work in the attic in order to install only one system for both offices. An additional unit will be placed on the roof for air conditioning/heat pump-the existing units are maxed out. Need to consult with Reynolds Organ to make sure changes will not impact the organ.
- Refurbish 38th Street Signage
  - A representative from Greenfield Signs came at 4:30 to explain how the sign would be refurbished.
  - The foliage will be removed, and the new sign will have painted aluminum skirting around it to hide the poles. Greenfield Signs recommends we use skirting instead of having exposed poles.
  - The face of the top part of the sign will be backlit and the letters will use the branded colors that North has chosen. The face can be removed to be serviced or if we need to update any information.
  - The center tall sign will be removed and refurbished before the two shorter signs are modified so that we will not be without a sign.
  - Greenfield Signs will provide the size of the banner poles for temporary banners that can be placed on each of the smaller signs. Banners will correspond to various church seasons.
  - Greenfield Signs is not responsible for any of the landscape modifications
  - Chuck asked for a dimensional drawing. They will provide something that can be superimposed on the current sign for comparison purposes. **Post meeting note: See Chuck's e-mail with additional drawings**
- Parlor/Restrooms/Conference Rooms-Kathleen

- Do we need to add an additional door for kitchen access to diminish interruptions during meetings and for kitchen access? One can't be placed directly into the kitchen due to a fire door. NOTE: Communion supplies, etc. are kept in the parlor kitchen. People responsible for cleaning up communion must access this kitchen after the 11:00 am service each month. There have been times when the communion crew has had to enter the parlor to get to the kitchen while meetings are going on.
- West Entry Step Lighting
  - Andy wanted to know when the heads were replaced in the north lot in order to try to match them (replaced within the last 5 years). Info can't be found. Would like to check with Joel O'Neill to see if he knows. Chuck will check with him. Would also like to find out if there is a lighting plan.
  - Perhaps once the Bradford Pears are removed, there will be enough light with the existing fixtures. Should we consider removing those first before getting new lights?
- Door Locks/Safety
  - Letter from Richard Dye (Allegion) received.
  - Proposal for access system for south door (Tinder Lock)
    - Andy asked about continuing conversations to integrate all of our systems (fire, security alarm, doors, etc.).
    - Need to repair the part that opens/closes/locks the door. The motor is shot, so we only have partial ADA functionality now.
    - Decision is to repair the inner door and then continue conversations regarding integrating systems. There are lots of companies involved in our current systems which complicates everything.
- LED Lighting Conversion Grant (Andy Hein/Troy Barker)-Jeff and Andy to follow up with Troy Barker
- Exterior Masonry Repair/Interior Wall Repair-Proposal from Arsee Engineering
  - See packet for results of their walk through, drawings, and recommendations
  - Fred from Arsee doesn't believe that water infiltration is causing interior problems. He thinks it has to do with coating that was applied to the walls. Need to determine actual cause.
  - Kathleen thought we could have a few masonry companies that has worked with churches in the past to evaluate and help determine the cause. Chuck to follow up and get some proposals.
- Site Invasive Plants Cleanup (Jeff Bonner)—Jeff e-mailed the report to the Trustees after the meeting for our review

## **Tuesday Crew**

- Balcony – Southeast Corner, 2nd to Last Pew Still Needs Securing-Complete. Chuck repaired this.
- Tile – West Entry (John Hughes)-The tile is here. Cracked tiles in the entry have been repaired. The area behind the reception desk will be done next. Note that beneath the cracked tiles in the West Entry, there are 1/8 inch gaps/cracks in the foundation (where planes of concrete meet). These tiles will continue to crack because of the gap. We have a box of each color for future repairs

## **AOB**

- Is it possible to create additional handicap spots in the North parking lot for people attending meetings by using the existing ramp? (Kathleen) Jeff noted that we would need to check to ensure that access meets ADA requirements. Chuck will see if we have a topographic survey and Jeff will take a look at it.
- Chuck noted that we have had a rash of vagrants sleeping on the lawn, hanging out on the wall, etc. Each morning people are being chased off and occasionally IMPD is involved.

**NEXT MEETING: September 11, 2019**