

---

## Monthly Trustee Meeting Minutes

North United Methodist Church  
11 March 2020

- **In attendance:** Jeff Bonner, Chuck Teague, Kathleen Custer, Julie Eggert, Steve Balko, Marcia Dyrud-Case, John Hughes, Andy Hein
- **Absent:** Mike Schweiss, Jeffrey Perkins

### Reflection/Prayer

### Review and approval of 12 February 2020 Minutes: Approved

### Project Updates from Chuck Teague

- HVAC – Irish Meeting
  - Testing of the system was successful. When things were tested, notifications were received as expected.
  - Need to check the pump back up on the cooling side. It didn't automatically turn on the second pump. Chuck will look into this.
- Refurbish 38th Street Signage
  - Skeleton structure done and aluminum being put up on the center structure
  - Goal is to have it up before Easter.
  - Landscaping has been cleared and temporary banners have been put up
  - Chuck will get a quote for retaining wall repair and to lay groundwork (under his budget)
- Community room
  - Bulletin boards have been received and will be installed this week.
  - Large floor crack in SW corner seems to be getting bigger. It's on the list for next year. It is caused by settling of that corner of the building. Chuck can begin to look for a contractor to get an estimate
- Parlor/Restroom/Conference Rooms
  - John believes the project can be easily phased. Bathrooms grouped together (first) and use the conference room as the staging area. The parlor could then still be used as the bathrooms are being done.
  - Drawings are missing floor drains and no wall-hung toilets (easier cleaning). Wall-hung toilets require additional wall work to incorporate carriers (could increase cost). Total of 7 toilets.
  - Add tile up the walls in the bathrooms to at least wainscoting height.
  - Drawings have 24 X 48-inch flooring tile. This seems a bit large and could look out of style quickly. A smaller, more standard size would be better.
  - The current plan includes carpet in the bathroom entry area. Trustees would like this to be tile.
  - Do we want to add an additional water heater for these restrooms? It takes a long time to get hot water. Trustees don't think this cost is worth it. We will test it.
  - Other corrections were noted on the plans.
  - Andy and Chuck to write up the changes and send them out. Jim will be included so he can re-issue updated drawings.

- Bid to state that we want to phase it.
- Need to get more input from the congregation on the Parlor renovations
- Alarm System
  - Chuck has cost estimates to integrate access and camera systems that are wide ranging (\$3000-\$10,000). He is going to give a few companies more detailed information for more specific quotes.
  - Want to automate doors and tie in with camera systems and simplify our processes (and make them more flexible).
  - Need to provide more flexible access to the building for people beyond pastoral and other key staff. Consider the possibility of temporary access codes for specific situations.
- West Entry Step Lighting and LED Updates (Andy Hein)
  - Update-we have a new quote (\$15,956) to include more spaces, including Fellowship Hall and Exit signs. NOTE: Last meeting we approved an approx \$13,000 quote.
  - Andy and Chuck would like to find a church with this new type of lighting to see how it looks and determine if they were satisfied with the work done and the company.
  - Chuck will find a location and pass it along to us to see if we want to go see the lights.
  - Marcia noted some line-item differences in the exit sign portion of the quote. Chuck and Andy to review this.
- Interior/Exterior Wall Repair
  - ARSEE came back with a \$5000 quote to do an engineering study. Another firm to come in and take a look.
- Parking lot repair and restriping
  - A congregation member wants to donate a portion of the funds to do the striping.
  - Quote to repair, seal and stripe the North and South from Otto is about \$18,000 (See Feb. minutes). We wouldn't get to the new striping for about a year.
  - Possibility to stripe the lots without doing repairs, but we would have to be redone after the larger project.
  - Drain repair is needed-trip hazard, car damage hazard (in south lot)
  - Chuck to get multiple quotes for spot repairs, drain repair and re-striping.

### **Tuesday Crew**

- Tile and paint associate pastor office (2020)
- Motion sensors on restroom lights-make sure to set timers appropriately.
- Bell Tower leakage

### **AOB**

- Facility project plan
- Media team training
- Gutters and downspout maintenance

### **Wrap-up and next meeting Information**

**Next Meeting:** April 08, 2020