
Monthly Trustee Meeting Minutes

North United Methodist Church
13 May 2020

In Attendance: Jeff Bonner, Chuck Teague, Kathleen Custer, Julie Eggert, Steve Balko, John Hughes, Michael Schweiss, Marcia Dyrud-Case

Absent: Andy Hein, Jeffrey Perkins

Reflection/Prayer

Review and approval of 11 March 2020 Minutes

Project Updates from Chuck Teague

- HVAC – Irish Meeting
 - Any concerns after testing?
 - Fellowship Hall was overheating due to a pump compressor failure. The system notified Chuck and Irish, so the system is working. As a result of the compressor failure, we need to do some repairs/refurbishments to the system. Cost to replace pump is \$1495. Cost to put in a new actuation/electric system is about \$3000 (which would be better for future repair, ongoing maintenance). We could disconnect compressor, decommission in place, and move forward. Trustees approved this change. Chuck to move this forward.
- Refurbish 38th Street Signage
 - All parts are complete. Greenfield Sign is waiting for the quarantine to lift and will install it next Wednesday.
 - Landscaping is complete. Retaining wall is repaired. Next, plant planning is needed.
- Tile and paint community room hallway
 - Bulletin boards are installed,
 - Need to determine how to repair the floor crack which is currently under a table.
 - Temporary repair possibilities-Foam for expansion joints could be used to physically close the crack. Another option would be aluminum plate that could anchor it. The plate would be easiest to remove. John Hughes to take a look and make a recommendation.
- Parlor/Restroom/Conference Rooms (Jeff Bonner)
 - Revisions sent to Jim McQ. Jeff to send his response to Trustees. He doesn't think changes will take very long. He wants our approval for wall hung units and where we want to use them. Price difference: \$750-1000 more per unit. Trustees would like to use these in the Men's room. Jeff to check with Jim regarding using a wall-hanging unit as an ADA compliant unit.
 - Specify that using products from China is unacceptable
 - Quality and humanitarian concerns raised by John Hughes
- Alarm System
 - Update on proposal to integrate access and camera systems: Working on access control system due to concerns about people walking in and out of the building. We are considering having people "Buzz" into the vestibule and then be allowed access into the west entry. Allows more security.
- West Entry Step Lighting and LED Updates (Andy Hein)

- LED: Chuck has been unable to contact references due to COVID-19 restrictions (schools/churches)
- Andy did not attend, no step lighting update
- Interior/Exterior Wall Repair
 - Update-Firm recommended by Landmarks has come in with an engineering opinion. Marcia has experience with them as well. Their representative did not have a recommendation on a repair firm. There may be more underlying problems beyond what we see visually. Trustees would like to bring him in to discuss with him at an upcoming meeting.
 - Parking lot repair and restriping: Chuck sent quotes to Trustees (email dated 13-May). The south drain is not draining at all right now. Based on estimates and proposed work, the Trustees approved the Harding quote. Chuck to hire them to begin work as soon as possible.
- Sanctuary Sound
 - John Hague and Dick Luchtman (Jeff Linnan). Kathleen wondered if there was a way to communicate during the service if there is a problem with the sound (between the pulpit and John H). Chuck says that there is not at this time (other than hand signals). We may need to meet with John to discuss possibilities once we are all back in the sanctuary for services.

Tuesday Crew

- Tile and paint associate pastor office (2020)-no discussion
- Motion sensors on restroom lights-make sure to set timers appropriately-no discussion
- Bell Tower leakage-no discussion
- Invasive species removal/replacement plan (Jeff Bonner to create a plan for Trustee approval)
 - Kathleen asked about the Callery pear trees lining the 39th St entrance. They are considered invasive and have a 20-25-year lifespan. He would like to bring an expert in the discuss all of the invasive plants we have on our site and help to develop a plan to remove them and replace them with native species.

AOB

- Facility project plan-no discussion
- Media team training-no discussion
- Gutters and downspout maintenance—Chuck is trying to obtain quotes. Will have more info at the next meeting. They need to be repaired in 2020.
- Chuck sent us info on the disinfection plan for the church once we begin to return to in-person services. They are continuing to look at the effect on cushions, clothing, etc.

Post Meeting Note: According to Pastor Darren Cushman-Wood, the Associate Pastor position will not be filled this year. The position will be re-evaluated. The general consensus of the trustees is to wait to do work on the associate pastor's office.

Wrap-up and next meeting Information

Next Meeting: June 10, 2020