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# Monthly Trustee Meeting Minutes

North United Methodist Church  
13 January 2021

**Reflection/Prayer: Jeff Bonner**

**Review and approval of 11 November 2020 Minutes: Approved**

## **Introductions of Building Manager/Trustees**

- **Building Manager:** Chuck Teague
- **Returning:** Jeff Bonner (Chair), Julie Eggert (Secretary), John Hughes, Kathleen Custer, Andy Hein, Steve Balko (absent)
- **Joining:** Sarah Galloway, Debbie Hinderliter Lewis

## **Election of Officers: Chairperson and Secretary**

Julie Eggert - re-elected as Secretary  
Jeff Bonner - re-elected as Chair

## **Projects for 2021**

- Parlor/Restroom/Conference Rooms (Jeff Bonner)
  - o Plans have been submitted to the city and state. Should be approved by the end of the month
  - o Jim McQuiston (continuing as consulting architect) has put out feelers to some contractors. Jeff to follow up on status.
  - o Andy Hein will be the liaison between the construction and the Trustees. Chuck Teague will be building liaison when contractors begin working in the building
  - o Budgeting is not an issue, but costs have and will increase as time passes.
  - o Jim is willing to meet with us to determine when to select furnishing, colors, etc.
- Audio Visual Status (Jeff Linnan)
  - o Circle City Audio (CCA) will be installing new equipment (next 10 days) and will provide training.
    - The AV team is investigating getting a new mixer through CCA or another source.
    - An ATEN box will be installed in order to mix between 2 cameras (additional camera is being added).
    - Equipment is coming to also separate the sound between what is heard in the sanctuary and what is going out via the live stream.
    - Still need to determine a location for the equipment-it needs to be moved due to sound interference with the organ in the balcony. A likely location is under the balcony in the SE corner. Needs a slightly bigger footprint than currently in use and a sight-line to the altar is needed.
  - o Post-meeting note: When Jeff Linnan was asked to review this section of the minutes, he noted that CCA has installed the minipro, so the second camera is up and running. The team plans to try it on Sunday, January 24.
- Elevators (Chuck Teague)
  - o TK Elevator sent an unsolicited proposal to Chuck regarding upgrades to the elevators.

- o The issue is the lack of spare parts for Dover Elevators (the company has been absorbed by TK). They propose we upgrade by replacing basically everything (except the cab and hydraulics). The total cost in the proposal was \$185,676.
- o Chuck and Jeff discussed and are not inclined to do the upgrade right away, and to perhaps do one elevator at a time. If compatible, we would keep parts from the first upgrade to back up the second one. Chuck will also look into elevator replacement costs as a comparison.
- o Each upgrade would take 4 weeks.
- o Andy noted that many parts are standard, and we wouldn't have to use proprietary parts. We need to look into how critical an issue this is.
- o This issue will also be placed on our Centennial list to maintain awareness.
- Roofs (Chuck Teague)
  - o Membrane(s)-Have been repaired and are not leaking.
  - o Slate-Chuck got a quote for broken slate replacement in this area for \$1825.
    - Note: Price includes the membrane repair and slate replacement
    - Trustees gave Chuck the approval for this repair and replacement.
- Chapel Floor-The organ is being unwrapped and tuned tomorrow (14-Jan-2021)

### **Tuesday Crew**

- Not much going on due to the building closure.
- Kathleen noted that the railings leading up to the altar needed to be cleaned and polished. Frank Rogers (deceased) used to come in regularly to do it. Chuck will follow up to see if he can find an interested person.

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### **Landscape Crew**

- **Trustees** would like the Green Team to take over managing landscaping, including dealing with invasive species and planning/maintaining landscaping. The courtyard also needs attention.
- Jeff will reach out to Eric Galloway to coordinate.

### **AOB**

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

**Next Meeting:** February 10, 2021