
Monthly Trustee Meeting Minutes

North United Methodist Church
9 March 2022

Meeting to be ZOOM

In attendance: Jeff Bonner, Julie Eggert, Kathleen Custer, Chuck Teague, Andy Hein, Steve Balko, John Hughes

Absent: Sarah Galloway, Deb Hinderliter-Lewis

Jeff opened with a prayer

January Meeting Minutes Approval-

Update needed to say John Drake will coordinate an audit, not conduct an audit. Upon correction, they are approved.

Post meeting notes: Kathleen asked for a further clarification regarding a window quote. Julie sent the corrected minutes to the Trustees.

Church Updates

- Construction Updates (A. Hein/C. Teague)
 - Formal release?
 - Andy received a letter from Stenz, thinking they fulfilled the punch list. Jim McQuiston (architect) and Andy believe there are still a couple of things left for them to do. Need to hold back for them to do basement cleaning of concrete overrun. If Jim is satisfied, it will be closed out.
 - There is a cracked partition in the men's room (non-handicap stall). Andy needs to confirm that it will be replaced and then things should be complete. It is on Stenz's list.
 - Kathleen brought up the issue of the stall doors banging very loudly. Wondering if the hinges can be adjusted? Andy and Chuck will take a look and see if an additional bumper can be added.
 - Chuck to inspect the flooring under the refrigerator to make sure it was fixed.
 - Jim will determine whether we need a certificate of occupancy from the fire marshal. That will officially complete the project.
 - A plaque has been added to identify the family restroom.
 - Furniture (K. Custer, J. Eggert, D. Hinderliter-Lewis)
 - Chuck has received fabric samples. Linda Mansfield will help put a board together to display it.
 - Shipping notice on the sofa fabric sample should come in the next couple of days.
 - Conference room chairs may arrive in 4-5 weeks. The rest of the furniture will probably not arrive until June.
 - Andy and Chuck will install the conference room monitor soon. It will be placed on the south wall.
 - Hallway wall art in remodel area
 - What should we do with the portraits of former pastors? There are 12-16 of them. Kathleen would prefer to not put them all back up, maybe the latest few.
 - Do we want to replace the wall stenciling? It doesn't terminate in a doorway since we've removed doors. Chuck to get input from Amy Sell.
- AV Items (C. Teague)
 - Install Update—Installation is being completed today. CCA will come tomorrow in to train volunteers how to use the new board. They will also provide support on Sunday mornings. Many of

John Hague's questions/concerns have been addressed. By Sunday, we should have a working system.

- CCA is going to check on our speakers to see if we can get add-on speakers instead of replacing. Allows for more balanced sound.
- Andy and Chuck feel that CCA has done a really good job.
- iPad Purchase—This will allow remote use. The person with the iPad will be downstairs in the sanctuary to help balance the sound. They will need to move around a bit to ensure sound is balanced throughout. The iPad acts as a mobile board to allow adjustments on the fly.
 - IT budget requests are not typical for Trustees, but it is considered part of the AV system. The \$1100.01 quote from Covi. includes the purchase of the iPad, installation, and insurance that it works with our system. Maintenance will fall under the IT budget. The trustees approved an amount not to exceed \$1200.00 for this purchase and installation.
- Courtyard Handrail (C. Teague): Chuck has sent out a request to a company to look at the east side handrail. Preference is to attach it to the concrete and not to the building.
- Site Plantings (J. Bonner): Removal of Burning Bush (invasive species)—There are 5 burning bushes on the site. Jeff would like to replace them with red chokeberries that have similar fall foliage, fruit for birds and they are native. He is hoping to get those donated. Kathleen feels that the congregation needs to be notified with what's happening and what will replace them (and why). Jeff will work with Eric Galloway from the green team on communication.
- HVAC Items: Choir Room: The use of mechanical diffusers from Irish will be able to help regulate this room, please see quote. No new updates. Chuck has had some issues with getting responses from the sales rep on the latest quote requests. We may need to request a new sales rep or try to communicate through someone else. Chuck will look at some other HVAC companies in case we need to make a switch.
- Alarm Upgrades: Fire Protection (C. Teague)—complete. One invoice is hanging out, Chuck feels like it's a duplicate. He is not paying until he is satisfied with the resolution.
- Window Inserts (J. Hughes): John delivered them to Chuck, they are being stored in his office. He and John will work on a schedule to install them soon.
- Bell Tower Leakage (C. Teague)
 - Estimate from Smither Roofing? Chuck is waiting to get an inspection/estimate scheduled. Chuck is going to ask a second company to come look at it in order to get 2 quotes to get a competitive bid.
 - Slate? Jeff wondered if we needed to look at this as well. We do not have leakage, but there are pieces of slate in the gutters. When Smither or another company comes out, Chuck will ask about it. We will consider doing another drone survey.
- Courtyard Gutters (C. Teague): Chuck will have the second company that is coming out to look at the Bell Tower will look at the gutters as well. He will work to get this scheduled ASAP.
- Room Name Change(s)
 - We do not need any approval from the Board of Directors
 - Has anyone made any comments on "Gathering Center"? No one has heard anything from anyone. Once everything is released, we will schedule a gathering for the congregation to check it out (even before furniture arrives), to let them know the room is available and there are new restrooms, etc.
- Hallway Painting: Between Sanctuary and Chapel (maintenance). Chuck has gotten a quote for that and we also need some touch-ups post construction. We also need to paint the down stairs stairway near the Chapel. Would like to try to get this done before Easter.

Future Planning

- Need to get started on getting things together for Centennial in 2031. (J. Bonner)
 - Input from all groups and communities.

Other

- St. Paul's Church had a break-in. Chuck noted that all of our security systems are in place. It might be worthwhile to find out how the break in at St Paul's occurred. Chuck will call to see what happened. He also noted that now that our building is being used more, internal doors will now be locked. That way, if someone does break in, they can't get into individual rooms. Andy noted that the balcony is now keyed with a new lock to protect the new AV equipment.

Wrap-up and next meeting Information

Next Meeting: April 13, 2022 (If needed)