
Monthly Trustee Meeting Minutes

North United Methodist Church
11 May 2022

Meeting held in person at North United Methodist Church

In Attendance: Jeff Bonner, Andy Hein, Kathleen Custer, Steve Balko, Julie Eggert

Absent: Deb Hinderliter-Lewis, Sarah Galloway, John Hughes

March Meeting Minutes Approval-Approved

Update from Staff-Parish Relations Committee (SPRC)—Building Manager replacement

- SPRC and Trustees will work together to find a new building manager. SPRC volunteers are Joe Housh, Garland Graves and Dan Wegg. Trustee volunteers are Steve Balko and Julie Eggert
- The Trustees recommend that Jeff Linnan fill the role as interim building manager and continue his existing responsibilities. If contractors are needed to enter the building during business hours or during an emergency, Jeff will be the primary contact with John Drake as back up.

Church Updates

- Construction Updates (A. Hein)
 - Formal release: We are negotiating the last pay application to Stenz. The project manager is to send a final copy of the invoice to Andy. He and Jeff B will OK it, and then to John Drake. We can then release the last of the funds.
 - A few paint touch ups will be done by our regular painters
 - Better WiFi in the conference room needs to come through the conduit on the floor. We do not want anything done to our newly finished walls.
 - Furniture (K. Custer, J. Eggert, D. Hinderliter-Lewis): Conference room chairs, parlor bar stools, and parlor tables have arrived. Still waiting on the remaining furniture. Hoping it is here by the end of June.
 - Photos will be placed in the Gathering Center to show what the rest of the furniture will look like.
 - Trustees will work with Karina (wedding coordinator) to design what is going into the new women's restroom to accommodate brides with small wedding parties
- Site Plantings (J. Bonner)
 - We will adjust verbiage in the contract with Beth Porter to ensure that we do not plant invasive species but not require that everything will be native.
 - Need to fix the downspout that Beth has pointed out to protect the area near the west entry from rainwater washout.
 - Plant removal recommendations:
 - Remove: 2-burning bushes, Spirea bushes, English Ivy, poison ivy
 - Keep: 7-Japanese Yews, Lillies
 - Prune: 3 trees close to the building, Lilacs (especially the very large one with very few blooms near the Peace Pole).
- HVAC Items:
 - Choir Room: The use of mechanical diffusers will be able to help regulate this room, please see quote. Is being held up due to Irish non-responsiveness.

- Still having issues with Irish on compressor units that supply AC to the education wing. Andy feels we need to investigate finding a new contractor for this. NOTE: The admin side of the company is not following up. The actual technicians are fine. Jeff B suggested we talk to some other larger churches to find out who they work with. Andy Hein will follow up.
- Window Inserts (J. Hughes)
 - Installation is complete.
- Bell Tower Leakage
 - Estimate from Smither Roofing? John Hughes is hesitating to go ahead with this quote because none of the work is guaranteed. He was looking for another contractor
 - Kathleen wondered if we should bite the bullet and address all the water/leakage issues. Andy says it's way more complicated than that due to work needed with eaves and the roof.
 - Jeff B to follow up with John H to see if he has another contact in mind.
 - Vote-tabled
- Gutters
 - Courtyard-Cost to address one gutter is not feasible. Need to look at the downspout to see what the actual cause is.
- Hallway Painting
 - Warrenburg Painting, LLC has provided 3 quotes to paint different areas around the church:
 - East Sanctuary entrance ceilings and walls: \$4388.00
 - Northeast corridor walls: \$3300.00
 - Choir stairwell: 1290.00
 - Vote—Trustees approved all quotes (Total of all three not to exceed \$10,324.70 which is the sum of the 3 quotes + 15%)
 - Post Meeting note: Jeff B forwarded the quotes to Jeff Linnan to begin scheduling the work.

Wrap-up and next meeting Information

Next Meeting: June 08, 2022 (If needed)