
Monthly Trustee Meeting Minutes

North United Methodist Church
11 January 2023

Meeting to be held in the Conference Room

Introductions:

Returning: Jeff Bonner (Chair), Julie Eggert (Secretary), Andy Hein, Kathleen Custer, Sarah Galloway

New members: Jerry Hacker, Toby Powell

Building Manager: Jeff Linnan

Absent: Debbie Hinderliter-Lewis (returning member)

Jeff Bonner opened with prayer

December Meeting Minutes Approval-update to state that chairs are arriving tomorrow and tables by the end of the year. Minutes **approved** once this update is made.

Election of the Board of Trustees Secretary and Chairperson

- Jeff Bonner returning as chair, Julie Eggert returning as secretary

HVAC Updates

- Christmas Eve Issues
 - On December 23, the HVAC supplying the Community Room went down causing the temperature to drop below 32 degrees. Jeff L turned off the water, but came back the next day to turn it back on. The pipe froze, broke, and led to water in the Community Room. The water fountains also froze. The system should have sent an alarm when the temperature dropped so low. **Jeff L to look for any cracks or places where cold air could be coming in.**
 - The sanctuary was cold on Christmas Eve because the boilers could not keep up with heating due to the outages in other areas.
 - On the 28th another pipe froze and broke in the heating loop for the south entry leading to water in the south entry vestibule. That pipe was repaired and capped. Jeff L spoke with Irish Mechanical about options. Heat is not needed in the vestibule, so we may not need to do a major repair, just add a valve and shut off heat to that area so that we don't have to worry about future pipe freezing.
 - Need to ensure the HVAC units are working properly, and that the monitoring system is working properly.
- Choir Room Estimates
 - Jeff L is still waiting on estimates and quotes.
- Coil issue in east side of education wing. Jeff L is waiting for a quote to repair it. He will also request information from Irish Mechanical about why these units have been so unreliable.

Church Updates

- Jeff B distributed copies of the 2018-2023 Facility Project spreadsheet. **Jeff L to update** prior to our next meeting.
- Gathering Center
 - Window Inserts: John Hughes did not pass on contact info. **Jeff L to follow up** or look for documentation from prior installations.
 - Furniture
 - New chairs arrived in December, new tables in January 2023.
 - Warped/cracked table tops will be replaced. We will keep the ones we have until new ones arrive.

- Club Room Updates
 - Painting and flooring to be scheduled. Jeff L is waiting for a call back to schedule painting.
- Site Plantings
 - Green Team is going to add to their agenda an inquiry in regards to restarting the “Harry Potters” (volunteers from the Green Team that help to maintain landscaping) to see if this will be enough to complete the planting maintenance.
 - The Trustees may need to think about hiring a company to complete the maintenance if enough help is not volunteered. If the Harry Potters aren’t enough, other church members could volunteer.
 - Beth Porter was contracted to maintain the new sign and courtyard. **Jeff L to follow up** to contract her for 2023.
- Bell Tower Leakage
 - No new action
- Painting
 - Stairwells complete.
 - Fellowship Hall quote is \$7167.00 for the entire space, breaking out a wall that was originally quoted in October 2022. **Jeff L to clarify the quote** to understand why the one basement wall was broken out. Once clarified, **Trustees approved the quote** to have Warrenburg Painting paint the Fellowship Hall not to exceed \$7400.00.
- West Entry Step Lighting
 - Andy H is willing to install disc lighting on the stairs as a temporary solution until the limestone is repaired and a more permanent solution can be installed.
 - Andy is proposing that we re-visit all of the outdoor lighting this summer.
- Restroom occupancy notifier
 - Andy spoke with Jim McQuiston and he suggested replacing the latch with one that has an occupancy indicator. This would require replacing existing hardware. Kathleen would like to see a quote before we order them, and also examine the hinges to see if they could be adjusted so that the doors don’t close all the way.
- Chapel Cabinets
 - Eric Oehler plans to begin work on these cabinets next week
- Choir Loft and Pulpit Lighting
 - A church member has offered a directed gift to solve the choir loft lighting problem-getting the right system, lighting, etc. We will need to have a detailed quote.
 - Andy believes that LED lights (that can be dimmed) are available for around \$100/each that could work with our system. He believes we need to do the pendant lights in the sanctuary at the same time.
 - Toby asked if we could accept a directed gift. It is allowed.

Future Planning

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

Wrap-up and next meeting Information

Next Meeting: February 8, 2023 (if needed)