
Monthly Trustee Meeting Minutes

North United Methodist Church
08 February 2023

Meeting to be held in the Conference Room

In Attendance: Jeff Bonner, Toby Powell, Kathleen Custer, Jerry Hacker, Julie Eggert, Andy Hein, Deb Hinderliter-Lewis, Jeff Linnan

Absent: Sarah Galloway

Prayer: Jeff Bonner

January Meeting Minutes Approved

HVAC Updates

- **South Vestibule:**
 - No progress on searching for the air infiltration location which caused the pipes to freeze in the South vestibule. The vestibule itself is not heated. That area is used for Bread and Bowl and is also a primary entrance for many people using the church.
 - Jeff L believes that alarm notifications are not displaying accurate temperatures and we do not have enough locations monitored. We have also had an issue with the Gathering Center heating being down. The HVAC VFR units that heat the education wing have had ongoing issues.
 - Andy H proposed we meet with the owner of Irish Mechanical to get more information as to why this might be going on and how we might solve these problems or be able to do resets on our own. Jeff L has a contact at Irish to assist with making sure that the monitoring is working properly (software is from Jackson Controls). It may be a good idea to calibrate the temperature readings against a standard at least annually. Jerry H would like to be included when meeting with contractors if he's available. Jeff L will schedule this meeting and include Jerry, Andy and Jeff B if they are available.
- Choir Room Estimates (J. Linnan) – HIGH PRIORITY
 - The Irish Mechanical quote was for \$10,784 (\$4000 less than the quote from Mission Mechanical). This includes separate thermostats and duct work for the choir room and chapel. It can also be tied into our automated computerized system. **A motion was made, seconded and approved to accept the Irish Mechanical quote.** Jeff L will schedule the work.

Church Updates

- Gathering Center (J. Bonner)
- Measuring and ordering window inserts
 - Jeff Bonner spoke with John Hughes and received the contact information for the window insert provider. John believes that the Trustees should remain the contact to the window insert supplier. I am going to get with John when he is in town to go over how to measure the windows for inserts. John also believes that the install is easy enough to be installed by hands with basic skills. Lead time is approximately

18-20 weeks. We will also include a new window for the family restroom when we order for the Gathering Center.

- Furniture (K. Custer, J. Eggert, D. Hinderliter-Lewis)
 - Jeff Day (from the design company) noted that the furniture manufacturer took responsibility for the warped tables. We do not have a timeline on replacements.
- Club Room Updates (J. Linnan)
 - Painting has been completed. Jeff L will get the new flooring installation scheduled.
- Site Plantings (J. Bonner) – MEDIUM PRIORITY
 - Green Team did not have time to address restarting the Harry Potters to see if this will be enough to complete the planting maintenance.
 - The Trustees and the Green Team are fine with planting non-native plants as long as they are not considered invasive and/or on the Indiana Invasive Species List that the Trustees has previously adopted
 - Beth Porter has proposed some detailed plans with Jeff Linnan that were distributed in the meeting. The focus with the Green Team will be on the south end of the West Entry garden bed. She has budgeted \$6000 for her 2023 plans. **A motion was made, seconded and approved to accept the quote from Freedom Landscape, LLC.**
 - Jeff Bonner has details of a conversation that included Eric Galloway and will send them to the Trustees.
 - The Trustees do not want to remove any plantings without having an appropriate replacement. For example, the burning bushes are protecting some air conditioning units, so we may want to leave them for now. Jeff L will follow up.
 - The church has a contractor to mow the courtyard, and he noted that he could not access the courtyard due to COVID. We may need to see if we get a credit from him since he has not done this mowing.
- Bell Tower Leakage (J. Linnan)
 - Smithers Roofing came out and filled holes where water had been leaking. They could not fill areas with standing ice (to be addressed when the membrane is replaced). Jeff L has identified another roofing company to get a quote for membrane replacement.
- Painting (J. Linnan)
 - Fellowship Hall painting quote did include the entire hall. The quote was approved up to \$7400 at the January meeting.
- West Entry Step Lighting (J. Linnan/K. Custer) – HIGH PRIORITY
 - Andy has a temporary solution for the steps-working off the railings. This would be installed in the spring. Andy H will put together a quote. More permanent solutions will be expensive.
 - Jeff Bonner sent some solar options, but that area does not receive enough sun for solar lights to be feasible.
 - Kathleen suggested we get a quote from Long Electric, ERMCO or another electrical company to get additional ideas. Jeff L to follow up and get quotes.
- Restroom occupancy notifier (J. Linnan)
 - This approach will work on all of the stalls in the newly remodeled women's room except the handicapped stall. Jeff will order 3 of the fancier version with a satiny finish and install them. www.peepnomore.com
- Chapel Cabinets (J. Linnan)
 - No new information from the Oehler's
- Choir Loft and Pulpit Lighting (J. Linnan, A. Hein) – HIGH PRIORITY
 - Jeff L is working on a quote from ERMCO. He will obtain another quote for comparison.

Future Planning

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

Anything Else? Pastor Darren requested that the Trustees put a column in the weekly newsletter updating everyone on what we've accomplished or have planned. Kathleen and Julie will make sure this gets done once a month.

Wrap-up and next meeting Information

Next Meeting: March 8, 2023 (if needed)