
Monthly Trustee Meeting Minutes

North United Methodist Church
9 August 2023

Meeting to be held in the Conference Room

In Attendance: Jeff Bonner, Kathleen Custer, Andy Hein, Sarah Galloway, Julie Eggert, Jeff Linnan, Jerry Hacker

Absent: Toby Powell, Debbie Hinderliter-Lewis

Prayer-Jeff B

July Meeting Minutes: Approved

Scheduled (Trustee approved Projects)

Bell Tower Leakage: The project is complete with the exception of the door which is scheduled for the end of August. The door and gutter are scheduled for the last week of August.

Elevator Rehab-Scheduled: The deposit and contract have been submitted. Waiting for scheduling, and also a meeting with electrical and fire contacts to coordinate.

Courtyard Railing-Scheduled: Waiting for notification of completion date.

Painting of Exterior Rails: West side railings are complete. The courtyard and east side will be completed this week as weather permits.

Club Room Carpet Tiles: The faulty tiles have been repaired.

High Priority

Church Updates

- West Entry Step Lighting (J. Bonner & A. Hein):
- Gutter in courtyard: Scheduled for the week of August 28.
- Address per Fire Inspector: Greenfield Signs and Lighting have submitted a quote for \$825 to add the church address to the corner sign. The numbers (3808) would be 4 inches high and the street name will be 3 inches. They will coordinate with the other letters on the sign. This is the same company that build the sign. Trustees **approved** this quote. NOTE: we will discuss adding signage to the entrance of the parking lot off Illinois St.

Medium Priority

Church Updates

- Gathering Center window inserts (A. Hein): Andy sent info to the company in Cincinnati and is waiting on a quote. He will follow up.
- Site Plantings: Beth Porter agreed that the \$800 Ivy removal quote seemed high, but doesn't think she could do the work for much less. This company returns a few times to make sure that the ivy stays gone. Jeff L to check with Beth to see if we should plant now or wait until spring.

Jeff B to bring this up at the next Green Team meeting to see if any of them would like to take on some of the work.

- Sanctuary hanging lights swap to LEDs: Seeking more information on what this is going to take to get this done prior to making a financial commitment. The company wants a PO for the job. Trustees decided to take this off the list until it becomes a need instead of a want. Jeff L to ask the company if they have a sense of what the project will ultimately cost and how long it will take. It might be possible to have them do an estimate of work based on removing one of the light fixtures in the balcony that is easier to remove. Currently, they are not set up to be easily repaired.
- Exterior Site Lighting: We have a revised quote from LED Indy that includes rebates that are paid later. The cost (after rebate) is \$2886.00 and \$4200 before. We would add gravel around some of the lights so that they aren't damaged during lawn care. Trustees **approved** the \$4200.00 quote.
- Pictures have been hung in Gathering Center and they look great! Thanks Kathleen Custer.
- Balcony Stairwell refinishing: Quote received from Scott's Precision Flooring for \$1360.00 to refinish the floors outside the entrances to the balcony. Trustees **approved** the quote not to exceed \$1500 to do this work.
- Choir loft chairs have been repaired and will be returned to the choir loft after the second service on August 13.
- Fire alarm activation: On August 6 near the end of the first service, the fire alarm was activated. Jeff L discovered that water was leaking on the fire panel in the boiler room and shorted the system. The water was coming from the Community Room where there were several hoses on a timer. The fixture was leaking and seeped through the wall into the boiler room. Everything was dried out and the alarm was secured by 11:15 a.m. Johnson Controls will be coming out to inspect the panel to make sure there is not permanent damage and to determine if we could protect the panel so this won't happen again.
- Jeff L received an e-mail from Alan McCormick proposing we purchase another coffee maker (\$900) in order to keep up with demand and to handle larger events. This may require electrical filtration system work, raising the cost. Jeff L bought 2 additional carafes, and we could also use the community room coffee makers as a back up. We could also use additional volunteers to help make coffee. Trustees do not want to spend this additional money at this time.
- Tim Williams gave his 2-week notice as our security guard. He will be working for Indy Parks and Rec. Jeff L is working with the Staff Parish Committee on a replacement. Trustees recommend we also get additional custodial help because Jeff L has taken on more managerial/building management duties.

Other Business

Church

- Sound system – AV needs in Fellowship Hall: Still waiting for input from John Hague.
- Sanctuary sound complaints came in from last Sunday—microphone delays, difficulty hearing Darren and Amy. Kathleen is going to compare performance between the 8:30 and 11:00 services. The live stream seems to be getting more attention than the people in the sanctuary. Trustees would like Circle City to come in on a Sunday to see the system in action during an actual service to help with any adjustments.
- Adjustments to motion sensors. Jeff L has a list. Those on sensors need to be checked to make sure they were working and reset timing if necessary. The ones in the education wing-women's restroom does not appear to be working—maybe a new battery is needed?

- Flower Shop vandalism update: The front door glass was broken out. It was boarded up less than 24 hours after it was discovered. A police report was filed. NOTE: North owns this building now.
- A lactation station was needed at a church event and we didn't have one. We would like to have a permanent solution. Sarah G to spearhead this.

Next Meeting: September 13, 2023 (if needed)