

Aldersgate United Methodist Church Board of Trustees Meeting Minutes of May 16, 2016

Attending were Ryan Breske, Rich Detering, Dave Sanford, and Janice Zahn. Ted Snyder was present as the Facilities Coordinator and Dorothy Beeman the ACP Director.

The minutes of the previous minutes were approved.

Preschool Report – Dorothy Beeman

- The ACP has received bids to remodel rooms E and F. This would be done using ACP funds. It is basically a rearranging cabinets and counters and new paint. The Trustees Committee has no issues.
- Class room B is too small for use as a classroom. The current plan is to convert this into the ACP office and to convert the current office space into a work room. The plan is to hire off duty firemen to do the moving. The workroom would include the laminator, craft supplies, a new copier etc. The advantage would be having the office in the main building and in the same building as the church office, as well as better use of space overall. This would be funded by ACP and the Trustees Committee has no objections.
- Coastwide Laboratories has presented us with a contract for various janitorial supplies. It could be ended at any time. After some discussion of costs and alternatives, we agree to sign the contract for paper towels, bulk hand soap, and TP only, with other items possible for future consideration.
- The piano in Friendship Hall will be relocated to Smith Hall over the summer to support the new Children's Choir. It will be placed on permanent piano dolly soon, both for portability and to prevent tipping. Dorothy is working with the Boy Scouts and others to find an appropriate location in Smith Hall.

Facilities Report – Ted Snyder – See following pages. These were reviewed in the meeting. It was noted that the back flow preventers and the fire suppression system have both received all needed approvals.

Ted has served notice with SPR that he will be resigning at the end of June. He will carry on to help in the transition and plans to continue doing volunteer work in the church. The Trustees thank Ted for his service and a job well done. While Ted will be on staff until the end of June, it was noted that there are some trips and absences planned before then.

Respectfully submitted,

Dave Sanford

Facilities Coordinator Report To Trustees

For Period April 1 - 31, 2016

The following work was performed

- Modify Room D heat register to prevent accidental closing
- Clean rat droppings from Smith Hall bathroom ceilings
- Schedule meeting with Coastwide Labs to discuss towel dispensers etc.
- Put up Peony cages
- Replace broken post supporting play yard tunnel
- Clean gutters
- Adjust Smith Hall thermostat
- Meet with Batmaster for Backflow testing and follow up to get Report to Bellevue
- Hang Laura's clock and plaques
- Repair play yard fence gate
- Drill holes in play yard tires
- Call for volunteers and prep for work party
- Coordinate work party and cleanup
- Purchase and install fan grill
- Clean parking lots and mow lawn
- Weeding and pruning

To do list:

- Replace Smith Hall chair feet
- Pressure wash and stain Parsonage deck (June)
- Repair Lawn mower shed floor (July)
- Get second quote for furnace replacement
- Finish moving Kitchen back in place
- Clean Narthex and Friendship Hall Carpets (June)

Other:

- Parsonage Stairway and halls painting are almost finished
- Parsonage carpet and bathroom flooring are being scheduled
- Dave Sanford & Rich Detering repaired the Parsonage deck
- Newport Football Team work party is scheduled for May 28th
- Back flow preventer inspection completed and passed