

Aldersgate United Methodist Church

Board of Trustees Meeting Minutes of March 21, 2016

Attending were Tom Breske, Ryan Breske, Rich Detering, Christian Hampson, Dave Sanford, Ted Snyder. Dorothy Beeman was present as the ACP Director.

The minutes of the previous minutes were approved. Minutes of meeting are now distributed as a link in the newsletter sent out by Wendi.

Preschool Report – Dorothy Beeman

- It is often too warm in Smith Hall and the downstairs hallway of the Ed Wing. Ted will inspect thermostats and reset programs to the proper levels.
- There are ongoing issues with vacuuming, clogging towel dispensers, and refilling soap dispensers. Actually, the towel dispensers are not being overfilled, but one of them is damaged making it difficult to use. We have a spare, and the offending item will be replaced. On the soap dispenser issues, Ted and John will coordinate to acquire and install uniform wall mounted liquid hand soap dispensers which use a generic bottled soap product.
- Ted will continue to coordinate with John as John continues to come up to speed on the various nuances of keeping everything running smoothly.
- ACP plans to remove the closet doors in Room E.
- Room F will be updated with new paint and cabinet refurbishing.

Facilities Report – Ted Snyder – See following pages. These were reviewed in the meeting. The one new work item which came out of the discussion was that Rich Detering, Lea Fox, and Allen Leslie, and Dorothy Beeman as the principal stake holders, will meet to discuss and propose the rearrangement of items in the various storage closets associated with music and ACP in and around the sanctuary and Fellowship Hall. It was suggested this might take place at some time on Sunday when they are all otherwise present.

Respectfully submitted,

Dave Sanford

Facilities Coordinator Report To Trustees

For Period February 1 – 29, 2016

The following work was performed

- Painted Parsonage living room walls and hung new curtain rods and curtains
- Meet with Bob the Furnace Guy for Smith Hall furnace outage and annual inspection of Sanctuary furnaces
- Prep and paint Friendship Hall Storage Closet
- Help John move stuff out of Preschool Rooms for carpet cleaning
- Meet with Fire Marshall for annual inspection
- Purchase and install new Emergency lighting batteries
- Prepare schedules for monthly fire extinguisher and emergency lighting inspections as required by Fire Marshall
- Work on Smith Hall bathroom fan replacement with Lane
- Coordinate work party
- Coordinate annual lawn mower maintenance with Issaquah Kubota
- Purchase Janitorial supplies

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- Meet with Fire Marshall for annual inspection
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- Prepare schedules for monthly inspections of fire extinguishers and emergency lighting as required by Fire Marshall
- Replace Smith Hall bathroom fan with Lane
- Coordinate work party
- Coordinate annual lawn mower maintenance

To do list:

See AUMC Trustee Budget Breakout on following page.

Other:

- Storage room is painted —
- Stumps are removed —
- Parsonage curtains are up and walls are painted —
- Estimates for Parsonage carpet and bathroom floors are in the works Bike storage area is prepped , waiting for design —
- Kitchen remodel is progressing

Next work party to be announced.

AUMC TRUSTEES 2016 Budget

(Discretionary Accounts)

Acct #	Description	2016	2016	1St Qtr	2Nd Qtr	3Rd Qtr	4Th Qtr
		Anticipated Expense	Approved Budget				
	<u>Office:</u>						
64225	Tech Support Team	350	\$ 500	125	125	125	125
	<u>Church Property:</u>						
65130	Equipment Maint - General	<u>\$2,720</u>	<u>\$2,000</u>				
	Annual Furnace Maint	1,220	1,200	600			600
	Annual Mower Svrc	800	600	600			
	Furnace Repair	400	200		100		100
	Unanticipated Repair	300					
65150	Maint Parsonage	6,600	\$ 5,000				
	Homeowners Assoc.	125	125		125		
	Annual furnace Maint	175	175	175			
	Repair Deck	200	200		200		
	Repair Siding	100	100		100		
	Replace Carpet	2,000	1,600	1,600			
	Repair Chimney	4,000	2,800			2,800	
	Paint						
	Bathroom Floors						
65170	Capital Improvements	<u>\$ 4,300</u>	<u>\$ 1,500</u>				
	ADA Enhancements	500	500		500		
	Tricycle Shed	800					
	,Family Room Upgrades	1,000	1,000		1,000		
'Sidewalk Handrail		2,000					
65190	Maint Church Bldg	<u>\$ 5,980</u>	<u>\$ 7,000</u>				
	Inspections	330	330	330			
	Washington Alarm	780	780	195	195	195	195
	Carpet Cleaning	640	640	640			
	Extra Janitor work	400	400			400	
	Repair equip shed floor	300	300		300		
	Replace backflow preventer	1,080	1,080	1,080			
	Replace computer closet door	100	100		100		
	Replace Friendship Hall Dimmers	750	750			750	
	Misc. Repairs, paint etc.	600	600				
	Unplanned Repairs	1,000	2,020	500	500	500	520
65210	Maint Church Grounds	<u>\$ 4,400</u>	<u>\$ 1,500</u>				
	Tree Removal	4,000	1,000			1,000	
	Misc. supplies, fuel, ice melt, etc	400	500	125	125	125	125
68000	<u>Facilities</u>						
68030	Special Projects	<u>\$ 4,350</u>	<u>\$ 3,000</u>				
	AED/CPR training						
	Ga Ga Pit	350	350		350		
	Gazebo for AA	4,000	2,650		2,650		
68032	Computers/Peripherals	<u>\$ 3,750</u>	<u>\$ 3,000</u>				
	New Computer	1,000	1,000			1,000	
	Web Page Design	2,750	2,000			2,000	
68033	Software	<u>\$ 450</u>	<u>\$ 1,000</u>				
	Office sfwr Upgrades	150	500			500	
	File Server upgrade	300	500			500	
68040	Worship Equip Maint	<u>\$ 4,355</u>	<u>\$ 2,000</u>				
	Microphones & Pwr Module	680	680			680	
	Sound System sfwr upgrade	675	675			675	
	Replace Projectors	3,000	645			645	