

Aldersgate United Methodist Church

Board of Trustees Meeting Minutes of April 18, 2016

Attending: Rich Detering, Janice Zahn, Dave Sanford, Christian Hampson

The meeting started at 7:08 PM.

Parsonage Carpet Replacement:

Dorothy settled on 2 quotes for the replacement of vinyl and carpet. Westco is \$2788, Lowes is \$2932. Dorothy likes the color from Westco better. Dave moved to accept. Janice seconded. Passed by acclamation.

Items from the preschool report:

Darrell helped Ted adjust the thermostat in Smith Hall. There is still an issue with thermostat in the education wing, Ted will follow up.

The Smith Hall ant problem has spontaneously resolved itself. We will continue to monitor it.

There was discussion regarding the paper towel dispensers. The towel dispensers still jam occasionally. We are in ongoing discussion with Coastwide Labs about alternative dispensers. Coastwide's representative will bring a manual for the operation of the existing paper towel rollers.

The preschool is now ready for the tricycle shed. Dave Sanford is to prepare the drawing. The intention is for a 6' wide and 8-10' long shed with a door on the end. The roof would be 6' tall at the eaves. The exterior would be T-111 siding. The size of the door was referred to the design committee.

Parsonage garage door:

Total cost for replacing the springs and adding safety cables was \$1093.

Facilities Coordinator report (see detailed report attached):

The backflow preventer tests have passed. Passing the backflow test has been a concern in the past.

The igniter has been replaced in one furnace and the inducer blower replaced in another.

An inspect in January found that one furnace for the sanctuary is developing pinholes. Replacement cost ~\$5000. After a discussion it was agreed that we need a second quote, possibly through PSE.

There was discussion regarding transparency and accountability for facilities requests.

The board discussed processes for prioritization and new unplanned expenditures with no conclusion pending Ted's return from vacation.

There will be a parsonage inspection by the members of both the Board of Trustees and the Staff/Parish Relations Team. An email message will be circulated to determine the composition of the inspection group.

The meeting adjourned at approximately 8:30 PM.

Facilities Coordinator Report To Trustees
For Period March 1 – 31, 2016

The following work was performed

- Coordinate work party
- Coordinate annual Fire Marshall inspection and schedule Alarm System repair
- Meet with furnace man for igniter and inducer blower replacement
- Change clocks and thermostat batteries
- Empty Friendship Hall storage closet and paint walls
- Move tables and chairs back to Storage closet
- Hang bulletin boards with Lane
- Clean north side gutters
- Prep new bike storage area
- Clean parking lot and mow lawn
- Weeding and pruning
- Other small items