

MEMORANDUM

TO: BOARD OF TRUSTEES

FROM: Marcus Hobbs, Chairman

SUBJECT: Administrative Board Action Regarding Elevator and Middle Building Modification - 05/21/91

DATE: May 27, 1991

Laney Funderburk, Chairman of the Steering Committee for the Campaign for Renewal presented the following items relating to church property. The area in which the Trustee Group has oversight. The proposals were accepted by the Board without dissent.

1. Install an elevator in the location shown on the architect's drawings that have been and remain on display at the church for a number of months. Traverse will be from ground level to second floor and mechanism will be of hydraulic type A. Fairly firm estimate is \$103,000, a figure that has been in the Capital Fund budget for many months.
2. Modification and renovations of office - library area in middle of building at an estimated cost of \$140,000. again a figure that has been in the Capital Fund budget for many months. This figure is not as firm as the elevator cost figure.
3. When final and last bids are in-hand these items will be again presented to the Board for final acceptance. I tried to contact each of you to inform you of the above proposals and was successful except for Ran Few and Elizabeth Bookhout. In my comments to the Board, I mentioned some of the concerns expressed by individual Trustees but did indicate that the consensus was to move ahead subject to availability of funds.

When final bids are in-hand and I am informed, I shall again inform you of the status of the matter, and receive any further comments you may care to make. We can have a meeting if that is requested.

cc: W. Eric Carson, Senior Minister
Laney Funderburk
William Self

MH/lk

REMINDER

In transferring the lot to Habitat for Humanity, it is necessary for each Trustee to sign the Deed of Transfer and an additional document relating to Title insurance. Both of these are in the office of Mr. Marshall Spears at the Professional Center building, 433 West Main Street, second floor. The Notary in his office will take care of that requirement without charge. She is Mrs. Peote Brown.

We hope to have contacted each of you by telephone before you receive this note, but in any case please take care of this matter ASAP as the property cannot be legally transferred until each of us has signed.

Marcus, Hobbs, Chairman

May 21, 1991

To: Members of the Administrative Board

From: Laney Funderburk, Chair, Steering Committee for the Campaign for Renewal

The committee respectfully recommends the following projects for funding from proceeds from the Campaign:

1. \$ 17,951 - plastering and painting sanctuary.
2. \$243,000 - elevator ^{\$153,200} and renovation of the office and library areas in the middle building. }
3. \$ 32,295 - salary support for the Assistant in Ministry and Receptionist, 1991 and 1992. ^{\$140,000}

BACKGROUND

A. Total funds available

1. Campaign pledges	\$776,873	
2. Church funds	300,000	
3. Miscellaneous income	<u>6,793</u>	\$1,083,666

B. Expenditures to date 474,349

C. Available, April 30, 1991 70,541

D. Pledges, paid to date 404,439
Pledges payable 372,434 \$ 776,873

E. Church funds 300,000
Church funds expended 132,743 \$ 167,257

F. Projects approved, unfunded

1. Habitat for Humanity 25,000
2. Conference Campaign 36,918 \$ 61,918

G. Three new projects, above 293,246
Commitments 61,918 \$ 355,164

H. Total funds available

1. Existing 70,541
2. Church funds 167,257
3. Pledges payable 372,434 \$ 610,232