

February 27, 1994

MEETING OF THE BOARD OF TRUSTEES SUBCOMMITTEE
DUKE MEMORIAL UNITED METHODIST CHURCH
FEBRUARY 24, 1994 - CHURCH LIBRARY
BEN MIXON PRESIDING

I. ATTENDANCE. The following named individuals met in the Library of Duke Memorial United Methodist Church, 24 February 1994, to consider the entire list of items on the attached list.

Ben Mixon
Louis Robinson
Rev. Mark Wethington

II. DISCUSSIONS, RECOMMENDATIONS AND OTHER ACTIONS.

Item 1. Sanctuary entrance doors. Approximate cost \$10,000. Ben Mixon will get Century Guild to give a refinishing price along with D. C. May and Northside Cabinets. New hardware where needed will also be included in the pricing.

Item 2. Prices are being gathered on this item and the estimated cost is \$10,000. Some refurbishing to the Aldersgate Room and the Prayer Room is also being figured.

Item 3. Entrance doors to the front of the Education Building are to be refinished by D. C. May, and should start soon. Memorial Church funds.

Item 4. Storm windows and replacement sash were discussed. Ben Mixon will get Craftline to price replacement sash as a comparison.

Item 5. Dieter Goldkuhle is coming to Durham March 14, 1994 and will look at the windows then. We will get information to bring back to the Trustees for review.

Item 6. Louis has been given the green light to proceed on these items. Memorial Church funds.

Item 7. Louis is going to ask Dillard Teer to look at the sidewalk with him.

Item 8. Louis told to proceed. Memorial Church funds.

Item 9. Louis told to proceed. Memorial Church funds.

Item 10. Walkway cover plan is on hold.

Item 11. Louis is to follow up on getting the door fixed and the sermon board painted. Memorial Church funds.

Item 12. No action.

Item 13. Mark was asked to price a computer.

Meeting adjourned at 5:30p.

B. H. Mixon Jr. President

REPAIRS NEEDED DURING 1994.

1. SANTUARY ENTRANCE DOORS — TOP PRIORITY
IF REPLACED NEW — BETWEEN 45+50K —
IF REPAIRED AND VARNISHED OR PAINTED
(BEN CAN GIVE YOU SOME IDEA AS TO COST)
2. HALL IN REAR OF SANTUARY —
BADLY NEEDS PAINTING AND NEW CARPETING.
3. ENTRANCE DOORS TO FRONT OF EDUCATIONAL BLDG.
NEED TO BE REFINISHED BEFORE THEY ARE IN
SAME SHAPE AS SANTUARY —
4. STORM WINDOWS FOR EDUCATIONAL BLDG.
THE NEED IS TWO-FOLD. WARMTH AND
PROTECTION OF LAST YEARS PAINT JOB —
COST — BETWEEN \$6000 — \$7000. LAST YEARS PAINTING
WAS AROUND \$1600⁰⁰. WITHOUT PROTECTION, THIS
WOULD BE DONE EVERY 4 OR 5 YRS. WITH
STORM WINDOWS, EVERY 15 TO 20 YRS —
5. STAINED GLASS WINDOWS
WOULD RECOMMEND SETTING UP A SCHEDULE
TO REFURBISH AT LEAST ONE WINDOW A YEAR
THE WAY DUKE CHAPEL IS DOING. WHAT WE HAVE
BEEN DOING IS MORE OF A BAND-AID APPROACH.
EST. 15-20K PER YEAR.

REPAIRS - CONT.

6. IMPLEMENT ENERGY CONSERVATION AS SUGGESTED BY SURVEY.

COST DEPENDS ON HOW MUCH OF SURVEY WE WANT TO USE. OF SPECIAL INTEREST IS THE IMPROVEMENT IN LIGHTING IN ALL AREAS. I RECOMMEND ALL TRUSTEES READ THE SURVEY.

7. BREAKING UP OF CONCRETE WALKS CAUSED BY TREE ROOTS IN FRONT OF MIDDLE BUILDING.

8. INSTALLATION OF NEW WATERING SYSTEM FOR TREES & SHRUBS IN NEW PLAYGROUND AREA; AND TO REPAIR SYSTEM IN FRONT YARD.

COST: BETWEEN 600 & 700.

9. INSTALL SPOT LIGHT IN FRONT OF NEW SIGN BESIDE WALK TO ELEVATOR DOOR. ALSO IMPROVE LIGHTING IN THIS AREA

10. REVIEW PLAN FOR WALKWAY COVER TO ELEVATOR DOOR. COST?

11. SERMON BOARD IN FRONT OF SANCTUARY NEEDS SOME REPAIR AND PAINT. COST \$300 - 400 (GUESSTIMATE)

Louis Robinson

OPERATIONS COORDINATOR

12. FRONT STEP

13. PAVEMENT