

AGENDA  
April 5, 2011

Opening-Ginger

Minutes-Dottie

Operation Manager's report-Joe

Old Business

Report on bell tower floor-Tom

Report on library-Holly

Report on sound system-Blaine and Tom C.

Report on HVAC-Ben

Report on parsonage-Ginger

Report on organ-Stuart

Report on Prayer Room-Dotty-May 15

Report on contract changes for elevator-Dotty

New Business

Motion on contract changes and invoices-Dotty

Report on money meeting-Ginger and Dotty

Other Business

Date of next meeting?

2 facility use ?'s  
interest in helping w/ Eagle Scout project  
hearing devices



4/5/11 Trustee mtg.

Joe's report

- Worked on hearing device operation & turning on
- plumbing - leak, ceiling tiles soaked
- ceiling tiles - WH, bathrm, PNO
- set up for several events = worship
- dump trips
- tree removal & lights at parsonage
- fix cart for projector
- Comfort Eng.
- light covers
- assembled rocking chairs
- let floor people in
- supervised vol. group
- clean up & repair glass
- shower work
- eval.
- Olivia's eval.
- FD re A/C unit false alarm
- file holder on door for green sheets
- ins co for boiler inspection
- worked on sound quality
- WS light bulbs
- complete directions to valves, etc.
- new matrix
- cleaning up filing
- drain cleaning



- back flow prevention
- set up & remove PMO furniture
- leaves from columbarium
- headset for hearing devices, ordered & removed
- changed vents in Ed. Bldg.

> maps, etc. be good for several to have.

Bell tower floor . Finished. Both floors. Jim Langford's heart pine wood from grandmother's house, replaned, also recycled some DM wood. Rotting replaced. They do repairs. Accent refinished. Looks like 2 new rms.

Library . A lot of room now, easier to find books. 5-6 ladies working. 300+ hrs sorting & moving books. Book sale last & next Sun.

Sound System . Cables run to Lullaby Rm, video & audio now great in there. Adjustments to sound hasn't happened yet. Will ask company abt drop down ambient mics.

We have 9 hearing devices available, 6 more that must be getting taken home. Kept in warehouse. Sometimes run out. Will check prices to get 3 more.



HVAC. In. Gence is up. Wired into alarm.  
Close to being completely running.

Parsonage.

- Etc Report.
- Painting - need standard neutral colors to choose?
- Need a parsonage cante? Sid Allen shouldn't have to do alone. Doty not ready to appoint tonight. maybe 2-3 people.
- Tom Atkinson, Fuller, others should be called on to help do jobs. willing workers.

Organ.

- Recognize May 1, Homecoming, in worship.

Jew Prayer Room

- Dedication on May 15 in worship.

Contract changes for elevator

Ben took elevator service contract to George Miller who wrote letter to co. saying not binding. (\$3900+)  
New contract established w/ Otis for \$1700+, for 5 yrs, w/ possibility for annual increases not to exceed 5%.

more about contract changes + invoices

It seems that Trustees should review contracts.

→



sees part of Trustees' job to ensure we're getting the best deal.

Ben does well w/ this.

Approved

Motion: Trustees to take responsibility for review/setting up contracts.

Finance mtg.

Report abt bldg challenges + \$

Other /

Facility Use

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- rate is per use

- fee schedule. need to recoup energy costs, which have increased since 2008.

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- Add to Policy C1d "except at discretion of pastors and/or Trustees."

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Katie to give a report of facility use, rooms, # ppl, frequency, how many decline b/c cost (Also from Tim - how much already receiving)