

# Aldersgate United Methodist Church

## Board of Trustees Meeting Minutes of January 8, 2018

Attending were Rich Detering, Dave Sanford, and Tom Breske. Dave Carver was present as the Facilities Coordinator.

**Meeting Minutes** – The minutes of the last meeting were accepted.

**Preschool Report** – While Dorothy was not present, she had forwarded a couple of project suggestions for which the ACP would pay the costs.

- Redo the floors and wall of the two bathrooms in the lower Education Wing. This seemed like a reasonable request. Dave Carver will investigate to determine the need and to provide an estimated cost and assessment of the current state.
- Provide some sort of covered play area in the courtyard between Smith Hall and the Ed Wing. This is more problematic for several reasons. It will require considerable more assessment.
  - It would certainly require city permitting.
  - It is an area of permeable soil which would be converted to impermeable.
  - The structure would be quite large requiring considerable engineering and material
  - The project would require work by an architect to make it blend with the church building.
  - It would negate any possibility of using the area for a future church entrance, which was part of previous study to locate the front door of the church on the front side of the building.

**Facilities Coordinator Report** – Dave Carver presented his report shown as third page of attachments. The various items were discussed as necessary and the report was accepted.

### Old Business

- **Parsonage inspection tour** – This is completed with two open items.
  - Dave Carver and Brad will coordinate to repair a faucet.
  - Rich will resolve issues with a malfunctioning 4-way switch.
- **Kitchen Ovens & Hood** – This is complete with the final bill from Dick's pending.
- **Cottonwood tree** – Evergreen Tree Service has failed to make several appointments and now says they will not wind sail a cottonwood tree. Dave Carver will solicit new current

2018 bids for either felling or wind sailing the tree. If felled, the wood would be limbed and moved over along the creek to deteriorate naturally.

- **IT Service plan** –Rich will meet with Pastor Brad to see if progress is or could be made on the options which were presented to him and detailed in the October 2017 minutes.
- **Kitchen care** – Rich will be meeting with the Green Team and expediting the availability of better instructional signage.
- **Sanctuary Video** – There was considerable discussion of two options – either a video format or new projectors. Hopefully we can make some progress on assessing the alternatives below.
  - For the video option it was agreed that a video wall of multiple screens would be prohibitively expensive (8 decent monitors, a new PC, a router, 8 small computers to covert Cat 6 to HDMI, plus software and installation.)
  - An alternative to the video option is to have a single large monitor on each side and perhaps several small monitors if strategically placed. The largest practical monitor at an affordable cost is a Samsung Series 8, 82 inch TV on sale at Costco for ~\$3700 each. This should be evaluated by producing appropriate large paper images and assessing their readability from various points in the sanctuary.
  - The alternative of a new projectors, while slightly less glamorous, may well be the best option. Pricing for new projectors and screens would be ~\$6000 plus installation. There are new screen technologies which reject ambient light and might be investigated. In a pinch, the current screens could be used and replacement postponed. There was some question about whether the monitors have to be dropped down for alignment or if they could be hung higher near the roof beams with adjustment of any parallax in the resulting image.
  - It was also agreed that the provision of adequate chancel lighting could be a separate issue. Some current lighting near the screens might be relocated as needed. Additional desired LED stage lighting could be placed about midway on the large roof beams that extend toward the outside entry doors of the Narthex.
  - It was also discussed that all wiring could be routed along the bottom of existing wooden beams and then hidden with a new matching wooden channel.

## New Business

- Volunteer Availability issues - No discussion.
- Room 22 Tables – ACP expressed an interest in having lighter tables in Room 22. It was agreed that the heavy tables could be swapped for some of the lighter tables currently in the closet in Friendship Hall. We only need all available tables a few times a year, and this would not affect the overall availability.
- Coffee Maker Hot Water spraying when used. Dave Carver will monitor to determine if it is an ongoing issue or a result of air in the pipes from recent maintenance.

**Next Meeting:** It was agreed that we will try and go to an every-other-month schedule on a trial basis on the second Monday of the month. An earlier meeting time was discussed and not adopted as several attendees have work schedules that would interfere. **The next meeting, therefore, is on Monday, March 12, 2018 at 7 PM.**

Respectfully submitted,

Dave Sanford



January 8<sup>th</sup>  
2018

## Facilities Coordinator Report

### Completed projects/repairs:

- Remove leaves and debris from storm drains
- Empty and organize Room 22 closet
- Shampoo area rugs
- Fix vacuum in chair closet
- Blow walkways and parking lot
- Troubleshoot and fix Smith Hall toilet
- Repair water damage in Smith Hall bathrooms
- Change batteries in emergency lighting
- Coordinate with pest service for ants in Education Wing
- Clean carpet stains in sanctuary
- Coordinate custodial vacations and substitute cleaning
- Repair furnace fuse

### Ongoing Projects:

- Clean gutters
- Clean out storm drains
- New signage for preschool office
- Gazebo rails, stairs, fascia and clean-up
- Replace furnace filters
- Build entry for AA portable (Tom Breske)