

Aldersgate United Methodist Church

Board of Trustees Meeting Minutes of August 14, 2017

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

Preschool Report – Dorothy Beeman was not present, but Dave Carver reports that ACP facility requests are all up to date and that the ACP staff is happy. Dave has completed a number of projects for them in the last month.

Facilities Report – Dave Carver reported that he has been in regular contact with the contractors and subcontractors installing the kitchen hood, duct work and related electrical work. The city of Bellevue has recently increased their requirements for marking fire lanes. Dave will make discrete inquiries as to what enhancements might be needed for our fire lanes. A detailed report on this month's activities is attached.

Old Business

- Parsonage inspection is yet to take place.
- Kitchen Oven and hood work is well underway.
- There has been no progress on trimming our large cottonwood trees. We have agreed that we will use Evergreen Tree Service for this project.
- IT Plan – Dave Sanford reports that things are still OK in the office, but that plans for migrating to a simpler approach are still in work. He is trying to contact Keat Chan at St. Peter's UMC without success, but will continue that line of investigation. In addition, in discussion with Copiers Northwest, there is a chance we may be able to modify our lease agreement if it continues to be a problem. We are in the 4th year of a 5 year lease, and they are open to discussion. They are also preparing a bid to help us with our conversion issues.

New Business

- Parking Lot and neighbor's concerns. We had a group of homeless people move on to our lawn for a short period. They were referred to Lake Washington UMC who is running a program for homeless car campers. One of our neighbors contacted us about this issue, Brad has followed up and their concerns have been resolved.

Respectfully submitted,
Dave Sanford



Facilities Coordinator Report

Completed projects/repairs:

- Grounds upkeep including mowing, edging, and weeding (Ted)
- Various small repairs in Ed wing
- Pulling Ivy
- Prune back bushes in parking lot island to allow fire hydrant visibility (Ruth)
- Repairs to irrigation system (Ted)
- Continued work on Gazebo (Hampsons)
- Handle for attic ladder
- Coordinate range hood install
- Coordinate furniture moving in ed wing and carpet shampooing
- Shampoo area rugs for preschool
- Met with new eagle scout over potential projects
- Cleaned out furnace room storage
- Hauled debris to dump
- Met with Girl Scout leader to coordinate water access
- Finalized backflow testing
- Troubleshoot hose bib by ed wing
- Bring tables to AA portable for annual picnic
- Painted stripes on (most of) lower parking lot
- Spread sand for preschool play ground

Ongoing Projects:

- Gazebo roof
- Parking lot painting
- Clean building, especially under eaves
- Kitchen hood install, roof penetration (TCI)
- Drainage solution along Newport way
- AA portable tree sailing (Evergreen Tree)
- AA portable flooring – donor needed
- AA portable entry – (Breske)
- Replace ballasts for lights in ed wing. Do we want to switch to LED tubes?