

Aldersgate United Methodist Church

Board of Trustees Meeting Minutes of July 10, 2017

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

Preschool Report – Dorothy Beeman was not present, but provided a list of issues for consideration.

- Pizza boxes and other debris are appearing from time to time on the playground from a group of youth. Dave Carver believes he has seen them. The current plan is alert Alexis about the issue and try and make contact with the group. We will be asking them to clean up after themselves. In general we welcome neighbors onto the property, and have no reason to believe this is anything more than inconsiderate teenagers who will respond to a little discussion on park etiquette.
- Area rug in the nursery requires cleaning prior to VBS. Dave Carver will arrange this with John Valentine.
- Heat control on the oven at the parsonage is not functioning properly. Rich will ask Lane Dreher for advice.

IT Report – Dave Sanford reports that a number of issues have arisen, some of which he may understand enough to work through, but with uncertainty. Collectively, he feels that he is getting out of his depth and that more expert help will be required. This has been communicated to Pastor Brad, who will research how other churches are addressing IT. The major issues as of now are:

- Current user accounts are defined in a domain with the information stored in active directory on a server. Use of the server is unknown, its operating system is obsolete, and it is not thought to be useful going forward. The preferred path is a workgroup with users define locally on each client. Migration from one form to the other is not well understood.
- Email migration from gmail to Hotmail (Google to Microsoft to take advantage of Office 365 which is cheaper and provides the desired Office suite) is unknown. It is believed (but not assured) that we can register with our unique domain name (@aldergate-church.org) but would not be able to keep the entire email address we currently have. They both need to be available during transfer. As for the transfer itself, one website indicates there is an open source program which can accomplish this. Other commercial sources on DIY basis run about \$39/user. Hiring someone to do it is even more expensive.
- Cannon Printer – This device remains a mystery. It works for Wendi, but Bill Ferguson after several days of trying was unable to get it working for Laura. That issue remains open. We would rather not pay for a service call to make a fix in an environment we may soon change.

Dave Carver suggests a man named Keat Chan at St. Peters has some considerable IT expertise and may be willing to help in exchange for carpentry type help. That sounds promising. Rich Detering knows this person and will make inquiries.

Dave Carver's Report – see attached. Major items discussed included:

Kitchen hood – He will be meeting with folks tomorrow to discuss the particulars of the roof penetration. There is some concern for our 50yr guarantee on the current roof, and Dave will include this in the discussion.

Back Flow Preventers – The fire system BFP was checked by Archer and is OK. The BFP for the irrigation system was supposed to be checked by Archer, but when they got here unannounced, they were unable to work the ball valves, and now want more money for a second visit. We have now turned this project over to another firm – Bat Master – and are waiting for results.

Cottonwood Trees – We are agreed that we will have them wind-sailed for a price of ~\$1100 + tax. We don't have a quorum to vote, so Rich will submit for an email vote on an amount not to exceed \$1500.

Eagle Scout Projects – Owen Hanson is proposing some seating for our BBQ area, but will require some site prep which Dave will work in. Jacob Hampson's gazebo is still in work and coming slowly.

ACP Storage – The bike storage is OK as is. They now want to install a small shed near the playground entrance for misc. other items used on the grounds. This is approved. It was suggested that a site inside the gate, if possible, might be more secure.

Lighting tubes – With prices coming down and ballasts continuing to fail, it was suggested that we can rewire to bypass the ballasts and go with LED tubes. They will last longer. Rich will review the rewiring process.

Irrigation Map – Dave will be creating an up-to-date map of the irrigation system and refreshing it yearly.

Kitchen Care – Rich will report to SPR that we are much in need of a process, either paid or on a volunteer basis, for routine kitchen maintenance. It is currently not being done.

Respectfully submitted,

Dave Sanford



Facilities Coordinator Report

Completed projects/repairs:

- Grounds upkeep including mowing, edging, and weeding (Ted)
- Installed final window in Ed wing room A
- Cut down and remove dead trees and branches along north side of property (Bennetts)
- Coordinate summer projects with preschool (Dorothy)
- Measure for blinds in rooms C and D
- Continued work on Gazebo (Hampsons)
- Sharpen Mower blades
- Surveyed irrigation system, fixed broken heads, reprogrammed for summer needs (Ted) Re-did system map for future records keeping.
- Pruned Rhodies throughout property (Ruth).
- Finalized Eagle project plans for seating around fire pit (Owen).
- Fixed Narthex door latch
- New number 1 key copies made
- Met contractors for hood install
- Re-installed kitchen lighting (Dwain)
- Purchased yard maintenance tools from local garage sales
- Men's bathroom urinal repaired (Lane)

Ongoing Projects:

- Gazebo roof
- Coordinate August work party
- Parking lot painting
- Clean building, especially under eaves
- Kitchen hood install, roof penetration (TCI)
- Playground sand spreading (Youth)
- 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?