

Aldersgate United Methodist Church Board of Trustees Meeting Minutes of March 12, 2018

Attending were Rich Detering, Tom Breske, Christian Hampson, and Dwain Zahn. Also present Dave Carver, Facilities Coordinator.

Preschool Report – Dorothy Beeman reports via email she has been getting quotes for replacing parsonage living room carpet and putting in vinyl flooring in the ACP classrooms along with new mini blinds. Also a quote to renovate/rejuvenate the two restrooms in the Ed Wing has been requested. The preschool will pay for all of those improvements.

Dorothy also requested that trustees update the floor covering in the Smith Hall girls bathroom to match the improvements made in the boys bathroom.

Facilities Coordinator Report – Dave Carver reported that as a result of the recent fire alarm system inspection, and an unrelated visit by the fire department, we have been informed that our existing fire alarm system, while functional, is not up to modern standards. Overhauling the fire alarm system to be in compliance with current code is not required at this point in time. An upgrade project will be very expensive as it involves not only replacing the controller box, but adding smoke sensors in all rooms, including multiple sensors in the sanctuary and Friendship Hall. The alarm system inspector estimated that a complete modernization project could run as high as \$70k.

AA Portable – It was agreed that we will replace the carpet in the AA Portable with a hard surface product. The AA group has offered to contribute \$400 for the project. The total cost is estimated at approximately \$1000. Also it was decided to move forward on the proposal to add a small porch roof over the entry door.

Cottonwood tree – It was decided to move ahead on the removal of the big cottonwood tree by the AA portable. Blue Ribbon Tree service will be contacted for a new quote. They quoted \$3250 a year ago. A second quote has been received from Heritage Tree Service.

IT Services solution – No action.

Sanctuary Video – No action.

Respectfully submitted,

Rich Detering

Facilities Coordinator Report: Monday, March 12, 2018

Projects completed in January and February:

- De-icing walkways
- Pruning and weeding flower beds
- Alarm System annual inspection
- Furnaces inspected, two inducer motors need to be replaced
- Treat for ants and meet with exterminator
- Purchase supplies for cleaning and consumables
- Set thermostats and change batteries
- Clean and organize shed
- Plan March work party
- Clean parsonage roof and gutters
- Install new kitchen faucet at parsonage
- Clean church gutters

Ongoing projects:

- Work party on March 24th from 9-12
- AA portable flooring
- AA portable porch covering
- Alarm system upgrade exploration

Facilities Coordinator Report

Completed projects/repairs:

- Grounds upkeep including mowing, edging, and weeding
- Treat bee nest in upper lawn
- Finish caulking and touch-up paint windows in room A and B
- Pull Ivy
- Blow walkways and parking lot
- Repairs to irrigation system zones 5 and 9
- Coordinate range hood install
- Fix exterior door of kitchen (it latches now!)

Ongoing Projects:

- Gazebo roof
- Parking lot painting
- Clean building, especially under eaves
- Drainage solution along Newport way
- AA portable tree sailing (Evergreen Tree Service)
- AA portable entry – (Breske)