

Aldersgate United Methodist Church

Board of Trustees Meeting Minutes of May 14, 2018

Attending were Rich Detering, Dave Sanford, Christian Hampson, Dwain Zahn and Tom Breske.

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

Preschool Report – Dorothy Beeman was not available for the meeting, but sent a report after the meeting which was emailed to all members of the Board of Trustees. One item on Dorothy's report was mentioned at the meeting, which is the safety signage for the playground equipment. Two specific rules were noted to be included on the signage. They are:

- Use at own risk.
- Never help a child into a position or location the child cannot achieve on his or her own.

Facilities Coordinator Report – Dave Carver was not available for the meeting, but sent a report after the meeting which was emailed to all members of the Board of Trustees.

Old Business

- **Coffee machine spraying boiling water** – This was not discussed. Dave Carver will investigate.
- **Cottonwood tree** – P&D Tree Service has given a quote of \$6800 to take the tree down safely. The wood be moved to an appropriate location on the lot and left to decay. We will talk to Dave Carver and decide yea or nay on this.
- **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. It was also discussed, that perhaps we could have an IT work party on a weekend, and at least configure what we do have into something more manageable, even if we don't have a long term management plan. We discussed the possibility of
 - making sure everyone was on an appropriate version of Windows 10 (professional),
 - reviewing security software installations,
 - creating a peer to peer network,
 - procuring a shareable NAS disk with sufficient storage for file sharing and backup.
 - ensuring printer networking in the peer to peer configuration.
- **Sanctuary Video** – There was considerable discussion of two options – either a video format or new projectors. The meeting was largely a rehash of things discussed and reported in the last meeting. The projector option appears to be what can be done with the budget available.

New Business

- **Playground Equipment modification** – It is believed that the playground equipment is installed per manufactures specification and that no modification is warranted. As reported above, we do need to put up proper signage.
- **Fire monitoring system** – We received a notice from the city that some aspect of our system needs attention. We believe, however, that the item was already completed and checked. Dave Carver will investigate with Washington Alarm.

Next Meeting: The next meeting will be in July on the second Monday at 7:00 pm.

Respectfully submitted,

Dave Sanford



May 16 2018

Facilities Coordinator Report

AA portable flooring: We will be installing this Saturday at 12:00. The AA folks will be clearing the furniture but I need help installing and moving furniture back. We got a really nice glue-down vinyl tile that will work with the extremes in temperature that building experiences in the winter. It also has a very thick wear layer and is commercial rated. AA donated \$400, trustees covered the balance, once I turn in the receipt :)

Roof leak: It was discovered that there is a very minor leak in the roof above room 21. We contacted Haight roofing and they found that there was an issue with the way the vents were installed. They haven't set up a time to fix it yet.

Inspections: We are current on all of our inspections, back-flows passed, extinguishers were good, sprinkler system had an issue with communication but no error was found when rechecked today.

Newport football team work party: 18 kids and 3 coaches from Newport came to work at Aldersgate in April. They spread 20 yards of cedar chips, helped level the plastic play structure and some other minor work around the grounds. They plan to come back in June

Cleaning service: We welcomed our new cleaning service in March. Aseel is the name of our new cleaning service provider. There has been mostly positive feedback from the level of cleanliness and sanitation, especially in the bathrooms. We are working on creating a cleaning schedule that works for everyone and we're making some adjustments to dealing with different types of waste.

Mower: We skipped service on the mower this winter as the cost was so expensive last year. I changed the engine oil and filter. It still has a starting issue but I can always get it going with a jump or by manually rotating the flywheel. A new issue has developed where engine RPMs suddenly drop occasionally, almost like it's lost fuel for a bit. It hasn't died completely yet, but I will need some help with diagnostic if it gets worse. All other yard equipment is running great.

Lawn: I am thinking about performing some lawn restoration as it is looking pretty bad in many spots. Not only do we have a lot of moss, but the weeds have been really bad this year. I would like to look into the cost of renting a thatcher, aerator and then overseeing the worst spots.

Eagle Project: Our last Eagle Scout canceled his project but another scout from the troop picked it up. He will be building the benches around the fire pit in June.