

BOARD OF TRUSTEES  
September 12, 2016

Members present – Deidra Setser, Marianne Volkmann, Ken Vida, Gary Reeves, Tom Beynon, Bob Burr, Paul Smith, Dave Glassburn, Ron Dobson, Joan Mackey, “D” Fletcher

Others present – Nancy Bosserdet, Gary McCullough, Dean Winston, Chuck Kinter, Gayla Pressner, Pastor Craig Moore

The meeting was opened with prayer by Pastor Craig. The minutes from the previous meeting were approved by a motion from Ron with a second from Deidra and a unanimous voice vote.

Finance – Nancy reported that we are still \$8,000 to the good but we will need to have \$12,800 available in November to pay the Road/Fire Assessment (a separate billing from the county that is in lieu of that taxes that we do not pay due to our tax exempt status). She added that the budget is still very tight and that we should watch our expenditures very closely. Gary added that in 60% of the year we have spent 75% of the budget. Equipment and building maintenance have been the major expenditures.

Paul introduced two new members to the board – Bob Burr and Joan Mackey. Both had a chance to tell us a little bit about themselves.

Administrator’s report - Gayla highlighted her report

1) The security audit was conducted on 8/16 and several “weak” points were reported. Some of the items noted were areas that a person trying to enter the building or hide from notice or cause damage could happen, including but not limited to no protective coverings on the power breakers and A/C units, the garage door being left open when no one was in the vicinity, the landscaping should be no higher than 2 – 3 feet, and tree overhang should be no longer than 6 feet. Other things noted were the lighting issues (we should attempt to have no shadows that a person can hide in), the back glass doors have no visual access and should be locked during the week for that reason. Gayla has a full written report that people can look at if they so desire.

2) There will be a “Violence in the workplace” and an “Active shooter” seminar held here in the church on Thursday November 17<sup>th</sup> at 6 pm.

3) There will be a spaghetti dinner held on Friday October 28<sup>th</sup> that will benefit the scholarship fund for the CWM. More information will be forthcoming in the form of an insert in the bulletin.

4) Our Wednesday night dinners will commence on 10/5. It will cost \$6/meal and the format will change a bit as Pastor Craig will offer a Bible study immediately following the meal right there in the Fellowship Hall.

5) The update photos for our directory will be taken on Saturday January 14<sup>th</sup>. There will be a signup sheet available for those that need to have pictures taken.

6) There was a need to purchase cartridges for our system backup at a cost of \$397/ cartridge. The system is very user friendly because the backup is done by the web at no extra charge to us.

7) Gayla’s computer was hit with a virus due to an email that she opened up, but this virus didn’t affect anybody else’s computer. It was suggested by the computer person that worked on her machine that we get a 2 terabyte capacity and that is being looked into. When questioned about using an off-site location for our backup Gayla responded that the computer “geek” that worked on her computer didn’t even mention that need.

### Old Business

Paul reported that the back glass doors are being kept locked during the day to help with the security issue that we have here. By doing this we have one less entrance that some perpetrator can enter the building – especially since the volunteers that man the Welcome center cannot see that door. He also reported that the awnings have been installed by two entrances. It was also noted that the sound board has been repaired and returned but as of yet we have not received a bill. He is hoping that the repairs did not go over \$700 but we never received an estimate before the work was done.

Marianne took the floor at this time to report on the information that she and her sub-committee have about the ground maintenance issue. She started out by thanking Denny for all of the weeding that he has been doing and added that the grounds look very nice. She then went on to question the large pile of dirt that is near the back of the property no far from the bus barn. No one had any information about the pile but she will continue to try to find out any information

that she can. It was also noted by Marianne that 3 of 4 of the crown of thorn plants along the wall have perished and that she will replace them but wants to make sure that the plants will be taken care of. She and her subcommittee then submitted their recommendation for lawn care for 2017. They met and spoke with two different companies and got two quotes. The quote from Lee (who is currently doing our lawn and has been doing a better job since they spoke to him) is for \$850/month and the quote from Laura (who has done some work here at the church in the past) is for \$800/month. Both quotes include trimming the bushes, edging the walkways and plantings, mowing and blowing away the clippings. Marianne, Gary and Ken are recommending that we go with the quote from Lee, even though it is higher, as he is the one that we are working with presently and has made improvements in his work when the group spoke to him. Ken added that perhaps we can put together a group of people to do some of the work but that this would have to be done on a regular basis and we would have to get rid of the yard waste products ourselves. He added that perhaps we could use "community service" people to do some things like weeding and trimming. Gary added that he was questioning if we really need as many bushes as we have and that we would have to contact the county to see what their requirements are. It was decided that Marianne would get the two quotes to "D" and that they would be emailed to the members of the Trustees so that they could look them over during the intervening month and be prepared to take a vote on the quotes in October.

New Business – A question was raised about the liability of the church to outside groups and what does the conference require of groups using the facilities. Both Gayla and Bob will look into this and let us know next month.

The floor was given to Chuck at this time. He informed us that the drawings have been completed and submitted for the permitting process. He has been working with Paul, Dean, Gary, Pastor Craig and Rosemary in order to work out the funding for "Phase 2" of the building renovations. He handed out drawings to the committee that we might better see what he is recommending if we get the necessary funding. Chuck stated that he has had several conversations with congregation members about the current restroom in the lobby area. The drawings that he gave us show a new access to both the men and women's restrooms through the other side of the lobby area (where the couch and chairs are currently located). There would also be another ADA restroom in the lobby

area. Chuck proceeded to give us some “numbers” - the new Welcome center that would enclose the entrance to the church as shown in the color drawings that we have to show the congregation would cost no more than \$300,000 (including contingencies) and if we were to add the work proposed for the restroom that would increase the cost by \$60,000. He also added that if we were to renovate the restrooms instead of just make them accessible to the other side of the lobby with changes made as shown then the cost would be \$75,000. Chuck then told us about the presentation that he, Dean, Paul, Gary, Pastor Craig and Rosemary have been working on that would encourage the congregation to get behind these recommended changes and to extend their pledges for 3 years if they are already pledging, or to make a pledge if they did not have a chance to do so for whatever reason. There will be a previewing of the presentation on 9/18 following the 11am service. The presentation will then be made to the congregation on 9/25 at all 3 services. Pledge cards will be handed out on 10/2. Chuck restated that what we do in Phase 2 depends wholly on the pledges that we receive. When questioned about how much we have available at this time, Gary stated that we have \$159,000 (\$73,000 in cash and \$86,000 in unpaid pledges). He also added it might be possible to do something that he had done in a previous church which was to ask some people if they were willing to “front” the church the money so that the project could go forward and be paid back from the church. At this time it is a waiting game until we see what the congregation is willing to pay to have done to the building. It was also noted due to a question about the paving of the parking lot off of Quesada, that this would take place as part of Phase 2 because of the work that we would have to do in and around the parking lot. Paul and Chuck asked that all of us be willing to come to the presentation on 9/18.

Nancy stated that she had an offer from the Youth to clean and wash the buses at half what we are already paying and was told to go ahead with those arrangements.

This meeting was closed with prayer by Pastor Craig.