

The First United Methodist Church

of Santa Rosa

Pastors: Rev. Lori Sawdon & Rev. Lindsay Bell-Kerr

THE BOARD OF TRUSTEES

Regular Meeting Minutes of March 25, 2019

Attendance:

Members: Nate Barker, Lynne Garrison, Norm Hardin, Kris McKelvey, Sharon Peterson, William Ward, Richard Steingruber, Jim Hurd

Fijian Language Ministry: Marika Solituraga, Nuibuka Vuli

Attendance for this meeting: Jim Hurd, Bill Ward, Lynne Garrison, Janis Brewster, Richard Steingruber, Nate Barker, Kris McKelvey, Norm Hardin, Pastor Lori Sawdon, Samuel Cox.

Absent: Sharon Peterson, Marika Solituraga, Nuibuka Vuli

Staff Representative: Janis Brewster

Meeting Called to Order by Lynne Garrison

Opening Prayer: Lynne Garrison

Approval of minutes: Minutes were approved by the board members

REPORTS:

Operations Report: Janis went over several items on her Operations Report.

Treasurer's Report: Norm was unable to give a treasurer's report at this meeting/He did not receive the current overview.

Financial Report: Lynne attended the Financial Committee meeting in March. She gave an overview of current status.

OLD BUSINESS:

Item: Conversion of Susanna Wesley House (Lynne Garrison)

Discussion: Covered parking – Brian Garrison met with the city Of Santa Rosa and they are receptive to the conversion of the Susanna Wesley house to a parsonage with only 1 covered parking carport, but the carport must be Fire rated.

Conclusion: A call was made to an Engineer as to what the possible cost would be for a Fire rated Carport. If the building is not turned into a Parsonage and rented out, renovations to the Fencing would Need to be completed as well as policy on person having access to the building that may need to be Cleared by Scan Tron visitation fingerprinting for safety reasons due to the Preschool on campus.

Action: Still active on agenda

Item: Warehouse Camera needed (Nate Barker)

Discussion: The cameras were installed by Nate Barker in the month of March 2019.

Conclusion: The cost of the project was under budget, so Nate purchased and installed a feature for the camera to pick up objects or movements in the dark with better range to be more efficient.

Action: This item on the Agenda may be removed

Item: Giffen House Floor (Lynne Garrison)

Discussion: It seems that the floor upon the entrance to the Giffen house is not an issue any longer. Originally it was noted that the floor was (soft) in the area by the door. New carpet was installed in 2018 and it seems like the problem may have corrected itself.

Conclusion: At this time, this project or issue will be removed from the agenda. No need to pull up the carpet to inspect the flooring at this time.

Action: Remove from Agenda

Item: Sidewalks / Tree Replacement at Montgomery Campus ((Lynne)

Discussion: This item on the agenda seems to have raised different ideas and conflicts on whether the City of Santa Rosa will approve of the sidewalks to be grinded down.

Conclusion: A call into the City of Santa Rosa will be made to confirm whether this idea can move forward to make the sidewalks safer in front of the Montgomery Church.

Action: Still active on agenda

Item: Insurance Policy – research to verify if the current policy will cover the Safe Parking so that the additional rider can be removed. This will save the Safe Parking Taskforce an additional \$2000 year if it is included. (Lynne)

Discussion: Berger and Jones will attend the April meeting on April 22, 2019. Our staff need to video inventory of church personal property at both properties inside and outside. We need to verify how often the organ is serviced, need written estimate for brand / rating / replacement cost.

Conclusion: We had two people volunteer to video the Montgomery campus and One person will video the Stony Point Campus for the insurance company prior to the meeting in April. Janis is getting an estimate on the organ before the meeting in April concerning the organ.

Action: Still active on agenda

Item: Pastor Serove's wall furnace non-functional (Lynne Garrison)

Discussion: This item was discussed under Montgomery Repairs.

Conclusion: This project is receiving bids for repair

Action: Still active on agenda

Item: Replacement of furnace for upstairs. (Lynne Garrison)

Discussion: This item was discussed under Montgomery Repairs.

Conclusion: This project is receiving bids for repair

Action: Still active on agenda

Item: Stony Point Outdoor Tasks (Nate Barker)

Discussion: Gutter issues at Stony Point and Stony Point Campus project Sunday the 5th Sunday were scheduled for this Service Sunday March 31, 2019.

Conclusion: Several tasks will be scheduled for Church members to complete on this service Sunday

Action: Still active on agenda as issues may come from the service day on certain projects needed To be completed at Stony Point.

Item: Facility Use Application of Giffen House by Women's Recovery Services (Lynne Garrison)

Discussion: The Board of Trustees approved the contract and the contract is being signed and moved forward in the approval process by the Church in April.

Conclusion: Currently being processed

Action: Still active on agenda

Item: Montgomery Repairs (Lynne Garrison)

Discussion: The Board of Trustees and those who attended this meeting went over this list of projects needed to be completed.

- 1) Furnaces and Water Heater
 - a) Wall Furnace in Pastor Sekove's in non-functional
 - b) Furnaces for Fellowship Hall / Flue Pipe / Upgrade options for energy efficiency
 - c) Water Heater

--Nate Barker is going to go over the estimates the Church received to repair the Furnaces.
- 2) Sidewalk repair / replacement -- The City of Santa Rosa may need to approve this project
- 3) Roof Inspection to determine leak in the small dining room and damage to the sheet rock in the upstairs storage room --Need information on year roof was completed, might be under warranty
- 4) Repair water fountain--Need a plumber to give the Church a bid to repair the fountain
- 5) Water intrusion at the doors next to the Butterfly room--This item was repaired
- 6) Inspect exterior / repair and re-paint the exterior --Janis will check on bid for this item
- 7) McMullin Room door to be repaired or replace--Norm will be repairing the door in April
- 8) Roof replacement for the small area (I call it a dog house) that covers organ equipment
This is the Organ shed air blower which will need a bid to be considered for repair in April
- 9) Heat in Pastor Lori's office --This item has been removed from the agenda

Conclusion: The Board is working to retain bids for the above items in need of repair or replacement.

The Finance Committee is interested in assisting with finding answers and funds for the repairs at both Church campus'.

Action: Still active on agenda

Item: Repairs needed at Stony Point (Lynne Garrison)

Discussion:

- 1) Leak in the wall in the storage area. Gutter may be blocked which is causing water to build up and leak into the wall into the sanctuary.

Janis reported that the Gutters were cleaned but water is still coming into the building seeping in from the base of the concrete. She will have the Handyman check out the leak further.

- 2) Need to build a porch over the door to the Giffen House as water is leaking into the doorway.

The handyman may be able to build an overhang over the door entry to the Giffen house

- 3) The trees on the East of the Giffen House are hanging over the house and need trimmed.

Janis will contact a tree service to get an estimate on having the trees trimmed

- 4) Repair wood framing on privacy wall by garbage area. **This item is scheduled to be completed on Service Sunday March 31, 2019**

Conclusion: The above listed projects are going to be receiving bids and or inspected for completion soon.

It was suggested that maybe a company be hired to come in and do a thorough evaluation of both Church properties and list the repairs needed as well as concerns for the future. The Board of Trustees agreed that a full inspection is not wise stewardship of limited funds at this time to be considered.

Action: Still active on agenda

Item: UMF Annual Grant for 2019 \$10,532

Discussion: This Grant is given to the Board of Trustee's for the year to assist with cost of maintaining church repairs as needed.

Conclusion: This item was not discussed at this meeting but acknowledged by the Board.

Action: Still on agenda

NEW BUSINESS:

No New Business at the March 2019 Meeting

NEXT MEETING AT 6:30 PM, MONDAY APRIL 22, 2019