

The First United Methodist Church of Santa Rosa

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

THE BOARD OF TRUSTEES

Board of Trustees Meeting Minutes of April 27th, 2020

Attendance:

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

Fijian Language Ministry: Marika Solituraga, Sikeli Tabakaucoro

Attendance for this meeting: Nate Barker, Kris McKelvey, Lynne Garrison, Norm Hardin Sharon Peterson, William Ward, Jim Hurd, Sam Cox

Absent: Judy Finley, Richard Steingruber, Marika Solituraga, Sikeli Tabakaucoro

Staff Representative: Janis Brewster, Lori Sawdon

Meeting Called to Order by Lynne Garrison

Opening Prayer: Lynne Garrison

Approval of minutes: Minutes approved by members from last meeting in February 2020

*****Note***** This meeting on 4/27/2020 was held via ZOOM conference due to COVID 19 Shelter in place restrictions.

REPORTS:

Operations Report: Janis gave the report on current small projects and or issues that have been completed or noted in the last two months.

Treasurer's Report: No treasurers report available.

Financial Report: Lynne attended the Financial Zoom committee meeting for the month of April. She noted that the Church financial status is all right at this time.

OLD BUSINESS:

Item: Conversion of Susanna Wesley House (sub-committee / Lynne)

Discussion: This Project is on Hold currently

Conclusion:

Action: Remain on Agenda

Item: Insurance Policy Video for Stony Point (Lynne)

Discussion: This project is on Hold currently

Conclusion:

Action: Remain on Agenda

Item: Montgomery Repairs List (Lynne)

Discussion:

- 1) Susanna Wesley House Conversion
- 2) Exterior repair and re-paint – Est \$22,000 (Getting Critical Bids for work on building only)
- 3) Roof Inspection to determine leak in the small dining room and damage to the sheet rock in the upstairs storage room – wait until the fall to verify resolved
- 4) Actual sidewalk and tree replacement – long term goal
- 5) Phone System Replacement
- 6) Cross on Fellowship Hall taken down or repaired
- 7) Window cranks both restrooms by Williams Parlor
- 8) Lights to be replaced
- 9) Sanctuary door – lock on north half does not function properly
- 10) Verify all light switches and thermostats function properly and replace those that do not
- 11) Furnace filters – add to list for semi-annual replacement

Conclusion: No New information all projects on hold unless emergent

Action: Remain on Agenda

Item: Repairs needed at Stony Point

Discussion:

- 1) Need to build a porch over the door to the Giffen House as water is leaking into the doorway.
- 2) Downspout at Giffen House to be installed - Nate will complete
- 3) Eucalyptus Tree Branch Removal / Trimming – Bid included
- 4) Flashing that has come up – need roofer

- 5) Fireplace needs to be sealed up

Conclusion: All Projects on Hold at this time unless they become emergent

Action: Remain on Agenda

Item: Mortgage Due 2023 – Options for reducing or eliminating the debt – work with Finance on this item – Create Long Term Financial Planning Group (Lynne and Sam Cox)

Discussion: Sam Cox submitted a memo from the Finance Committee suggesting forming the framework and planning a mid/long term financial planning process for the future of the Church and its finances. Suggestion of the forming of a Task Group comprised of members of various Church groups to develop a plan to guide our Church during the next 3 to 5 years.

Conclusion: There will be more meetings concerning this agenda item. The Church has been approved for an SBA loan that was offered by the Federal Government during this crisis which will assist the Church to maintain vital loans etc.

Action: Remain on Agenda

Item: Spring Clean Day March 21st - to be rescheduled (Lynne)

Discussion: Suspended until further notice

Conclusion:

Action: Remain on Agenda

Item: Custodial Issues after hours / weekends (Lynne)

Discussion: No custodian at this time until Shelter in place has been lifted for Church activities can resume. Garbage services for Montgomery have been suspended as well. Garbage service for Stony Point still active.

Conclusion:

Action: Remain on Agenda

Item: New Janitorial proposal for Montgomery for carpet cleaning (Lynne)

Discussion: Per Janis, all services on Hold currently

Conclusion:

Action: remain on Agenda

Item: Facility Tour of Montgomery and Stony Point (Lynne)

Discussion: On Hold at this time and will be rescheduled

Conclusion:

Action: Remain on Agenda

Item: Stony Point ground care (Norm)

Discussion: Jacob is mowing the grounds at the Stony Point property.

Conclusion:

Action: Not sure if this item should be removed from Agenda?

Item: Small Parking lot at end of Fellowship Hall – (Bill)

Discussion: Bill assessed the project area and ordered twelve-inch stencils to repaint the designated parking and no parking spots in that area.

Conclusion:

Action: Remain on agenda

Item: Angels Attic Storage – (Lynne)

Discussion: Lynne to discuss with Tamara – still to be done

Conclusion:

Action: Remain on Agenda

NEW BUSINESS:

Item: Disaster Fund (Pastor Lori and Sam Cox)

Discussion: Pastor Lori updated the Board on the Disaster fund and the Fund the Church has called the Good Shephard Fund.

Conclusion: There is money in the Good Shepherd fund that is being distributed by the Pastors as there are members in need during this Covid 19 Crisis. There was discussion that the Church is open to receiving donations to apply to the Disaster fund account and the Good Shepard fund account for future and unforeseen crisis times as we are experiencing today.

Action: Remain on Agenda

Item: Building closure; consideration upon reopening

Discussion: All buildings are closed for both Church Properties for any activities at this time

Conclusion: No opening date yet. There are protocols for essential work only at this time on the Church property.

Action: Remain on agenda

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NEXT MEETING AT 6:30 PM, MONDAY, MAY 25, 2020