

# The First United Methodist Church of Santa Rosa

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

## THE BOARD OF TRUSTEES

### Regular Meeting Minutes of September 23rd, 2019

**Attendance:**

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

**Fijian Language Ministry:** Marika Solituraga, Sikeli Tabakaucoro

**Attendance for this meeting:** Lynne Garrison, Norm Hardin, Kris McKelvey, Sharon Peterson, William Ward, Richard Steingruber, Jim Hurd

**Absent:** Nate Barker, Marika Solituraga, Sekeli Tabakaucoro

**Staff Representative:** Janis Brewster, Lori Sawdon

**Meeting Called to Order by** Lynne Garrison

**Opening Prayer:** Lynne Garrison

**Approval of minutes:** Approved by the Board

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## REPORTS:

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**Operations Report:** Janis Brewster gave a very detailed report on all of the projects that are in progress and that had been completed during the month of August and in September 2019.

**Treasurer's Report:** Norm Hardin reported the Financial report with details that checks were mailed to those in need from the fires in 2017 in Santa Rosa. The monies from the Churches Fire Fund were disbursed to Four families and two individuals with a total of \$34,000.00 in total in September 2019.

**Financial Report:** Kris McKelvey gave a report from the Finance committee meeting in September 2019.

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## OLD BUSINESS:

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**Item:** Conversion of Susanna Wesley House (sub-committee) (Sharon Peterson)

**Discussion:** There were no discussions about the conversion as the Board is waiting for more information on current projects and costs to continue with the conversion.

**Conclusion:** No new information as the Board is waiting on Plans and Fire Sprinkler suppression system Bids.

**Action: Still active on Agenda**

**Item:** Insurance Policy

**Discussion:** Need: 1) video inventory of church personal property – still need for Stony Point – Mike Ferrel

**Conclusion:** The video is almost completed and will be submitted this month September 2019 for the insurance company.

**Action: Still Active on Agenda**

**Item:** Montgomery Repairs (Lynne Garrison)

**Discussion:**

- 1) Furnaces and Water Heater
  - a) Wall Furnace in office that was Pastor Sekove's is non-functional (**4,141.22**) **bid for replacement Heater in the office.**
  - b) Furnaces for Fellowship Hall / Flue Pipe / Upgrade options for energy efficiency
  - c) Water Heater ( **Contacting PHILCO company to schedule 5-6 weeks out for this project to be completed in October or November 2019**)
- 2) 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 (**Will be completed in the Spring 2020**)
- 3) Inspect exterior / repair and re-paint the exterior - Est \$16,375 (**Looking to get bid revised for just painting and no other structure work in the bid**)
- 4) Roof replacement for the outside organ housing shed – in process (**Completed and can be removed from Agenda**)
- 5) Replace rear fence behind Fellowship Hall (**Looking into more information as if the Neighbor to the fence would split cost on the replacement**)
- 6) Actual sidewalk and tree replacement – long term goal (**Remove from Agenda at this time and revisit next year 2020**)
- 7) Phone System Replacement (**Current bid for full system replacement is around \$5,000.00. There is a possible Donor that will cover the cost of the new phone system.**)

**Conclusion:** Above notes on the current projects at the Montgomery campus are noted in bold writing.

**Action: Some projects are still active on the Agenda**

**Item:** Repairs needed at Stony Point (Lynne Garrison)

**Discussion:**

- 1) Need to build a porch over the door to the Giffen House as water is leaking into the doorway. **(This project is a long-term project to be completed in 2020)**
- 2) Downspout at Giffen House to be installed – **(Nate will complete when he has the time)**
- 3) Repair wood framing on privacy wall by garbage area. **(No information as to when this can be completed)**
- 4) Creative Campers back of barn – Install light as a deterrent – Sam to reach out to John Creager **(This has been completed and can be removed from Agenda)**
- 5) Tree Limb on a eucalyptus tree out by the Soccer Field that is of concern of falling and should be removed for safety reasons. **(The Tree limb will be assessed per Janis to see if the limb or the entire tree needs to be removed)**

**Conclusion:** Above projects at Stony Point Campus current issues are in Bold Writing.

**Action:** Some projects still active on the Agenda

**Item:** Mortgage Due 2023 – Options for reducing or eliminating the debt (Lynne Garrison)

**Discussion:** This item on the Agenda is a Long-Term item and a plan will come into place along with other committees soon.

**Conclusion:** No new information on this item on the agenda.

**Action:** Still on the Agenda

**Item:** Preschool Backyard Vision (Lynne Garrison)

**Discussion:** There is no update for this item on the Agenda

**Conclusion:** Waiting for more information from the Preschool Director Diane

**Action:** Still Active on the Agenda

**Item:** Montgomery Campus fall cleaning September 28<sup>th</sup> 9 – 1 (Sharon Peterson)

**Discussion:** Sharon stated that there were lists of jobs and tasks for all that volunteer to help with on the Montgomery campus on the date.

**Conclusion:**

**Action:** This item can be removed from the agenda

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**NEW BUSINESS:**

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**Item:** Rodent issue at Montgomery (Lynne Garrison)

**Discussion:** Diana (director of the Preschool) noted that there were noises in the roof of the preschool with possible rodents in the attic.

**Conclusion:** An exterminator was called and plugged holes where rodents could access the building and completed a full inspection of the building. Diane noted that there were no more rodent noises after the exterminator visit.

**Action:** **This item has been completed and should be removed from agenda**

**Item:** Carpet Cleaner for Montgomery campus (Sharon Peterson)

**Discussion:** Sharon stated that she and a few other volunteers would like to purchase a spot carpet cleaner for areas of high traffic where spills occur in various areas in the church. She has volunteered to purchase and maintain the use of the spot carpet cleaner when needed in between bi monthly full professional carpet cleaning.

**Conclusion:** No cost to the Church as Sharon and other volunteers will purchase and maintain cleaning the spots that occur.

**Action:** **This item can be removed from the Agenda**

**Item:** Youth Room TV (Lynne Garrison)

**Discussion:** Youth Group would like to mount a TV on the wall in the Youth Room

**Conclusion:** **No cost to the Church. The Youth group requested from the Board of Trustees permission to mount the TV on a wall in the youth room.**

**Action:** **Approved by the Board and can be removed from the Agenda**

NEXT MEETING AT 6:30 PM, MONDAY, OCTOBER 28, 2019