

The First United Methodist Church of Santa Rosa

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

THE BOARD OF TRUSTEES

Regular Meeting of July 22, 2019

Attendance:

Members: Nate Barker, Lynne Garrison, Norm Hardin, Kris McKelvey, Sharon Peterson, William Ward, Richard Steingruber, Jim Hurd – Sam Cox, Finance Chair

Fijian Language Ministry: Marika Solituraga, Sikeli Tabakucoro

Attendance for this meeting: Nate Barker, Lynne Garrison, Norm Hardin, William Ward, Richard Steingruber, Jim Hurd

Absent: Kris McKelvey, Sharon Peterson

Staff Representative: Janis Brewster, Lori Sawdon

Meeting Called to Order by: Lynne Garrison

Opening Prayer: Lynne Garrison

Approval of minutes: Approved as submitted.

REPORTS:

Operations Report: Janis reviewed her report as emailed today. As we look toward some changes in office configuration, it was suggested that Angel's Attic might have a desk. Energy Alliance Association called about HVAC; they will come, look at all furnaces, and tell of special pricing we could get through PG&E. It was agreed that Janis should have Energy Alliance come.

Newton Pipe Organ just submitted their calculation of the replacement value as requested.

New Item: Freezer is not working. Warranty will be checked as it is relatively new.

A painting estimate was received from Brewster Construction Management. This is for areas where it is needed, not for all areas of the building. Approximate cost: \$16,375.00.

Treasurer's Report: Norm reported that there was no income except interest in the last month. \$1,248 in expenditures. The transfer approved last month has been made. \$15,600+ Overall Fund Balances \$55,384.48. Phone fees are higher because we went out of contract at beginning of the year. We are back in contract now, with lower fees. Safe Sanctuary has many VIM m

Financial Report: Lynne attended the July Finance Committee meeting.

OLD BUSINESS:

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

City has stated that SWH must be for religious purposes, not for commercial purposes. It would violate the zoning.

Discussion: Lynne suggests that sub-committee should continue to seek revenue as a residential rental for pastor, church member. Norm raised the possibility of making SWH a home for the Fijian Lay Leader and Fijian Language Ministry office.

If rented in some fashion to a staff person, the upgrade work needs to be done. In the long run it would lessen expenses.

Conclusion: The general sense is that we investigate the fire suppression system & carport.

Action: Lynne will talk to Brian Garrison regarding costs of fire-department rated carport. Sub-committee will continue to meet to investigate residential requirements.

Item: Insurance Policy

Discussion: Need: 1) video inventory of church personal property – still need for Stony Point; 2) Verify how often the organ is serviced, need written estimate for brand / rating / replacement cost.

Conclusion: Lynne has asked Mike Ferrel to do video inventory of Stony Point. Janis just received the replacement value of the organ.

Action: Remove organ item.

Item: Montgomery Repairs

Discussion:

- 1) Furnaces and Water Heater
 - a) Wall Furnace in office that was Pastor Sekove's is non-functional
 - b) Furnaces for Fellowship Hall / Flue Pipe / Upgrade options for energy efficiency
 - c) Water Heater
- 2) Sidewalk repair / replacement - completed
- 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) Repair water fountain – approved to have inspected not to exceed \$500
- 5) Water intrusion at the doors next to the Butterfly room - resolved
- 6) Inspect exterior / repair and re-paint the exterior
- 7) McMullin Room door to be repaired or replace – resolved
- 8) Roof replacement for the outside organ housing shed – in process
- 9) Replace rear fence behind Fellowship Hall

Conclusion:

Lori has talked to FLM regarding furnace costs; they will consider a contribution.

Paul O'Rear asked for furnace costs; perhaps Foundation would consider a grant.

Move Sidewalk replacement to Long Term List.

Water fountain has been fixed by Dave Jackson. P-trap full of vegetables.

McMullin Door completed by Norm Hardin.

Organ shed to be done by end of July by Bob Lappin.

Fence behind Fellowship Hall & perhaps behind SWH. Lynne will check with Diane regarding neighbor's offer to replace fence.

Action: Retain Furnaces & Hot Water heater; Roof Inspection; Organ housing shed roof; fence

Item: Repairs needed at Stony Point

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. - resolved
- 2) Need to build a porch over the door to the Giffen House as water is leaking into the doorway. Nate will complete
- 3) The trees on the East of the Giffen House are hanging over the house and need trimmed.
- 4) Repair wood framing on privacy wall by garbage area.

Conclusion: #1 completed; #3 in process; #4 Norm will take on.

Action: #2 Change to Nate will add a downspout

New: Stony Point has had creative campers on south side of barn; they built an impressive structure. One neighbor saw a campfire. At one point the Safe Parking Team had a solar light. Would it be wise to have **solar light installed on barn?** In general we need to pay more attention to the warehouse.

Conclusion: It was agreed to install light on barn.

Action: Sam will talk to John Creager to see if he can install the solar light.

Item: Mortgage Due 2023 – Options for reducing or eliminating the debt – work with Finance on this item

Action: Pray!

Item: Phone System – updated / replacement

Action: Janis is working with Ian on an estimate; awaiting rearrangement of staff offices.

Item: Backyard behind the library

Discussion: The lawn needs to be mowed / have weeds pulled on a regular basis

Conclusion: Nate Garrison will do this on a monthly basis.

Action: Thanks

Item: Susanna Wesley House gutters

Discussion: The gutters appear to have plants growing in them

Action: Completed by handyman. Clean-up by Lynne & Nate.

Item: Fellowship Hall Stage Lights

Discussion: No further information was provided.

Action: Consider it resolved.

NEW BUSINESS:

Item: Upstairs Rooms being cleaned out. Disposal of items and potential uses for the space

Discussion: Fijian Language Ministry has agreed to allow Williams Parlor to be used by others. Su Rood Cox and team will clean out/up for use. Purple room is being considered for bookkeeper's office.

Item: Old pews from Lehman Chapel

Discussion: Oak is costly. Previously pews were given to woodworkers. Norm suggested if pews were 8' long, people might want them in their homes.

Conclusion: Seek a woodworker who might like to repurpose the wood. High school woodworking shops might take it (Sonoma Academy). We are not opposed to disposing of the altars, pews, and organ.

Action: Lynne will check with SR High School. Craig's List.

Item: Lighting set-up upstairs in the west side of Fellowship Hall

Action: Ask Ian Riggle, Dick Reichert, Mike Young about use, condition, etc.

Item: Bill mentioned that Angel's Attic Lease expires at end of the month. Trustees originally executed the lease with a \$2,000 security deposit; origin of those funds are unknown. If we can find out where the funds came from, the money should be returned to its source.

Action: Lynne will check Foundation minutes. Sam will check Church Council minutes to find source of funds.

Item: Complaints about Cleanliness.

Discussion: Norm says that McMullin floor has not been mopped in several weeks. Let Janis know if the custodial service is not cleaning an area. We should balance the service times with the greater needs of the church.

Lynne closed with prayer at 7:52 p.m.

NEXT MEETING AT 6:30 PM, MONDAY, AUGUST 26, 2019