

Board of Trustees Meeting 3/4/24
Meeting Notes

Present: Paul Kingsley, Patty Weaver, Rob Gruschow, Cindy Gray, Cindy Raymond, Gary Prok, Rick Ottman as a guest

- Patty opened with Prayer

- **Building Maintenance Reports**
 - Kitchen – sanitizer faucet leak: Faucet purchased and will soon be installed.
 - Broken glass in fire door: Glass has been purchased and will arrive in a few weeks.
 - Lower level hallway door (near wood shop) handle assembly: Quoted at \$1080. Patti moved to purchase, Rob seconded. Motion passed.
 - Basement men’s bathroom fan: Paul repaired and Rob will install.

- **Focus Issue Updates**
 - HVAC project: Mini-splits are installed. PTACs will happen when we can drain the heating system.
 - Water fountain replacement: Rob still looking.
 - Capital Stewardship Projects
 - Reupholster of chairs: Templates made, one completed as learning trial, purchasing stapler, then will start chipping away at them.
 - Electronic Sign: We have a sign permit application form. It may possibly be approved without a variance. We need to determine location, electrical supply and foundation. Kelly Barrett has electrician contacts that may give us a better quote than O’Connell. Have one quote for ~\$28575. Need more quotes. In parallel we will ask Leadership Team for policy on what is projected on the sign.
 - Parking lot lights: Waiting to troubleshoot second pole when the weather is warmer.

- **Items from February Meeting.**
 - Church Usage Fee Policy: Cindy G. presented a draft for us to review as homework. We will charge fees for custodial costs, utilities, wear and tear etc. and not charge rent. We are a not for profit and can only have not for profit

groups use the facility. Henrietta United Church of Christ has a published list of rates. Weddings a funerals are a separate fee schedule for us. The consensus of group was that we would not charge child or youth groups (e.g. BSA).

- Endowment Fund Information: Parsonage fund return has been reviewed with general agreement that the returns have been lower than expected. Investment has been gradual (dollar cost averaged over a year). Principal growth has not been included in reporting of the investment return making the return look lower than expected. The expectation of having a return of \$11,000 per year is understood and expected to be met or surpassed. Gary will attend endowment meetings a representative from Trustees.
- Building Keys: Pastor has a right to limited access to the pastor's office, limited to Administrative Assistant and one member of Trustees.

- **New Business Updates**

- Updates of church office computers: Complete, but need to check if it is connected to the printer and server room.
- Rush Church Ministry Assessment – requested by the District Superintendent (D.S.) to help with the transition from Todd to a new pastor: The D.S. had been asked to attend a trustee's meeting; we had naively hoped to have input to the appointment of the next pastor. We will trust that God has guided the Bishop and cabinet in choosing our new pastor.

- **New Business for Next Month**

- Review our homework comments regarding the fees for using the facility.
- Time to clean the new carpet. We need to find funds from another area to pay for this; maybe after winter if plowing costs are under budget. Cindy will contact Lima carpet for recommended cleaners.

- **Patty closed us in prayer.**

- **Next Meeting: Monday, April 1, 7:00pm. (We may postpone due to many people being unavailable).**