

Donald J Krolikowski

From: Rev. Karen Oehl [pastor@brecksvilleumc.com]
Sent: Wednesday, August 22, 2007 11:48 AM
To: minutes@brecksvilleumc.com; 'Irma Agnew'
Subject: Trustee Minutes august 2007

**Trustee Minutes
August 13, 2007**

In attendance: Scott Campbell, Jeff Hastings, Kay AuWerter, Bill Rittman, Jeff Fesler, John Dietrich, Janet Kleckner, Karen Oehl

Review of minutes:

Correction—John Dietrich, Dough Huth and Bill Rittman should be listed as church exterior group.
John Dietrich will serve as vice chair this year (chair next year).
Other assignments were confirmed as listed.
Minutes approved.

Financial Report, year to date.

We are at 64.49% of the budget (as of July 31). There have been some costs above the budget, like gas and snow removal. Other costs, like lawn care, have been low. Still hoping to end the year within budget.

We would like to keep the 5,000 amount allotted for coat room water. This may be needed for sidewalk rebuilding.

Les will be asked to pay taxes in December, making it twice this year.

Some questions and problems were noted on the report: pest control amount of \$3100, mix up of Crib Room/Air Conditioner/Capital improvements numbers. Les will be asked to take a look at these and correct them.

Ongoing work

Bill Rittman will follow up on a possible person to do tuck pointing of the wall on the stairs west of the church and possibly also to repair the cap stones of the sign.

We are still waiting for the roofers to schedule work here at the church. They are to do the flat roof/porch at the parsonage by the end of August.

Fire Department Report issues:

A copy of the report is with Trustee minutes and Cliff has a copy.

The doors to Fellowship Hall are still being propped or left open. This is especially bad for the door at the bottom of the stairwell, near Cliff's office.

Jeff Hastings will look into prices for automatic (wired to the alarm system) door closers.

Other Old Business:

Question was raised about whether windows have been washed. (Karen followed up on this with Les the next day and they have. They were done as previously arranged to have a professional do what we could not do with tilt-in windows or because of accessibility. Fellowship Hall: outside. First floor windows: outside. Sanctuary: inside and outside. Chapel: outside. This was \$300. If we want to change the scope of that work, we would need to let the company know.)

Scott Campbell continues to be in contact with the architect. (On a weekly basis!) They are still trying to get some of the preliminary work that had been done by others on the sanctuary. They have some preliminary drawings done for the administrative wing.

The new directional sign is being repaired (spelling error). Some of the smaller signs need to be reglued.

Doug will be dealing with Stack Heating and Cooling when he returns from vacation. Items involved: sanctuary thermostat and leaking pipe in organ area. It is our understanding that the new maintenance contract with them will be effective in September.

The ice machine has been cleaned and repaired. Still to be considered on its last legs. In the future we probably will not need one with as much capacity.

8/22/2007

New Business:

Committees will be asked for preliminary budget figures to be turned in early September.

Parsonage grill: Karen will purchase one for the parsonage, a bit larger than single family size, price around \$300? It will be used first for the Worship Arts picnic.

George Sendrey will attend the city meeting regarding survey and plans for Chippewa Creek. We are considered property owners along the creek.

Joy McGuire has begun work and her office is now in the choir room. She has done some rearranging and decorating and we will be purchasing a desk and chair for the space.

Jeff Hastings will represent the Trustees on the Transition Task Team.

During Home Days, people were in the building, some to use restrooms, others borrowed and took them outside. There was especially concern about youth running around where they shouldn't be! Next year we should make sure not to prop the door open, secure what areas we can and keep a close eye on traffic.

Stacy Parker will be getting a hand-held leaf/grass blower from Gifts and Memorials funds to help the Lawn Mowing Club.

Smoking litter. This continues to be a problem, even though groups have been asked not to smoke near the doors, according to the new law. Should we make this a non-smoking campus and ask groups to comply or be discontinued from building use? After discussion, it was decided that groups will receive a letter declaring that the present situation is unacceptable. They will need to propose a solution and sign a paper agreeing to correct the problem. We would like to be able to continue hosting them. Karen will compose the letter and Irma will send it out.

Next Meeting: September 10, 7:30.

Respectfully submitted, Karen Oehl