

MINUTES OF THE BOARD OF TRUSTEES
ST. JOHN'S UNITED METHODIST CHURCH
June 13, 2006

Attendance: Sue Ann Walke, Jim Minear, Bobby Coker, Chuck Grodahl, Tim Perkins, Allen Radcliffe, Keith Polk, Lee Boyleston, David Buchanan. Ex-Officio: George Howle, Neil Flowers, Ellen Miller, Bob Kosky Guests: Harry Sampson, Catherine Stapleton-Nance

Allen Radcliffe opened the meeting with prayer.

The May minutes were approved with the following corrections: The request by Harry Sampson for money was approved. Request by the Scholastic Book Club to use a room for a workshop was approved. Our current insurance policy covers 2.4M @ a cost of \$2312 per year not per quarter. Coverage for 2.9M would be \$2814 per year and 4M would be \$3760 per year not per quarter as written.

Financial Report:

- Ellen reported that we should be at approximately 42% spending for the year and currently we are at 30.4%. New HVAC system has reduced overall gas and electricity usage. We continue to run over budget on janitorial supplies and paper products.

Facility Use Requests:

- The Red Cross has requested that St. John's be used as a short-term, temporary shelter in time of a disaster. Allen and Neil will talk to the Red Cross representative to clarify the terms of the contract. A motion was made to give Allen and Neil authority to sign a contract if all questions are answered satisfactorily. The motion was seconded and approved.

Old Business:

- Catherine Stapleton-Nance presented a comparison of facility use charges for weddings/receptions at St. John's and other area churches. After discussion a motion was made by Chuck Grodahl and seconded by Jim Minear to accept new fee schedule for St. John's. The motion was approved.
- A piano donated to the church was graciously accepted. Several pianos are no longer used. A motion was made, seconded and approved for Catherine to donate unused pianos to a mission group.
- An engineer from Music Craft was at St. John's last week for further training in use of the sound system. Control panel needs a cabinet that can be locked to insure proper settings are maintained. After pricing cabinets, it was decided to ask "Thursday morning" maintenance volunteers to address this problem to determine if cabinet could be built locally.
- Approval was given to Catherine to clean out old unused music.

- Magnolia Parsonage:
 - Allen Radcliffe brought the following motion to the trustees. “The Board of Trustees recommends that St. John’s sell the parsonage at 913 Magnolia Street and that the net proceeds be applied to reduce the church debt. As required by the Methodist discipline, the original cost of the house, \$19,800, will be deducted from the sale and set aside in accordance with the discipline.” Dave Buchanan moved the motion be accepted with a second by Lee Boyleston. The motion was approved. Allen will take the motion to the church council.
 - Neil Flowers will have the locks on the house changed.
 - All utilities except the telephone will remain on.
 - Virgil Sauls has volunteered to maintain the lawn.
- Host Building Concerns:
 - The city will erect 4 lights on the west side of Chesterfield Street. Lights will be installed by September.
 - A laminated schedule of meetings and location of meetings will be posted at the doors by portico and on Newberry Street. Signs on locked exterior doors are needed to give location of unlocked doors.
 - A clearance sign needs to be posted on portico. Lee Boyleston and Bob Kosky will work with Neil on these issues.
- Insurance:
 - A motion was made by Jim Minear to raise insurance coverage to 4M at a cost of \$3760 per year. Lee Boyleston seconded the motion and it was approved.
- Maintenance, Repairs and Project List:
 - Dave Buchanan reported that the outside windows have been painted. Uneven surface near the fountain needs repaired. Tim Perkins and Jim Minear will check on repair recommendations and costs. There is still a lot of painting to be done. The maintenance list is ongoing. A thank you note was sent to John Wade for repairing the sewer lift pump.
- CPR in lieu of Defibrillator
 - Sue Ann Walke will put in the newsletter about CPR classes. The classes will be organized after response from the congregation. All staff members, ushers, church hosts and nursery workers should have this training.
- Clean out of storage areas continues.
- Gym Floor Refinishing:
 - Refinishing of the gym floor has been completed. Signs prohibiting food and hard soled shoes will be removed from gym entrance.
- The city will check on sanctuary sewer problem.
- HVAC Upgrades Review:
 - The HVAC upgrades work well with the exception of the filtering system. There will be further training in the use of the control panel. At this time the humidity concerns in the sanctuary will be addressed.
 - Smoke detectors have been installed to replace the non-functioning ones.

New Business:

- Allen asked the trustees to review the list derived from the cottage meetings. This will be discussed in July.

- Church Council concurred with staff/parish recommendation for position of Director of Staff and Planning.

Staff Reports:

- Neil issued the following concerns about the bus.
 - More drivers are needed. Currently there are only 2 that are certified.
 - As the bus gets older, more maintenance will be needed.
 - Need to address concerns of DOT before the next inspection.
 - Need to look at how much bus is used and investigate other options.
- Approval was given for Mother's Day Out program to replace tile and carpet in room 137. The Mother's Day Out program will pay for this.
- Ellen reported that maintenance contract cost on duplicating machine had increased by \$200. Allen made a motion with a second by Dave Buchanan that the contract be renewed. Motion was approved.

The meeting was adjourned with prayer.

The next meeting will be Tuesday, July 11 at 7PM

Respectfully submitted,
Sue Ann Walke