

TUALATIN UNITED METHODIST CHURCH

Trustees March 15th, 2022 @ 5:00pm

Minutes & Agenda

2019 Gloria Kreher, Kim Bartholomew, Randy Beyer

2020 Melissa Gitt, Bob Walker, Max Roach

2021 Jason Roach, Sam Roach, Ted Weitman

Next Trustee Meeting: April 12th 2022 5:00pm at the Church.

Agenda:

- 1. Opening Prayer:** Amy opened the meeting with a prayer.
- 2. We have two sets of minutes to approve both January 11th & 25th Minutes and February 15th.** Bob moved to approve both and Randy seconded the motion followed by unanimous approval.
- 3. Building (Facility) & Grounds Use Report:** Currently monitoring the Covid statistics weekly to determine acceptable Church service under the protocols. This last Sunday the 13th of March we had Church service and masks were recommended, but optional. Jason & Trustees discussed further with Amy what our recommendations were for the Covid Team. Given the states change in mandates effective March 12th it is our recommendation that in addition to masks being optional, we stop the sign in requirement, eliminate the tape blocking every other pew, and return the hymnals and Bibles back to the pews. Amy intends to communicate our recommendations in an email to the Covid Team tomorrow.
Building Use: We have the Boy Scout Troup 530 that Larry McClure told us about. Jason said he got back to Larry telling him that the Boy Scout Troop needed to follow normal protocol by getting an application from Debbie to fill out and refer to the Trustees for consideration. Amy brought up a request by the Garden Committee to store some cedar lumber for bed repairs in Koch Hall to keep it safe from possible theft. It was approved by the Trustees and is now lying on the floor near the double doors to the courtyard.

Ground Use: There are no known pending requests.

4. Trustee Budget Use Report:

	2022 Budget	2022 Spent	2022 Remains
6705 Church Maintenance	\$2,500	\$1,654.12	\$845.88
Barrier pest control, Smoke alarm inspection fee, misc. expenses.			
6710 Custodial Supplies	\$400	\$-0-	\$400
6715 Trustee Ep. Maintenance	\$1,500	\$-0-	\$1,500
Back Flow device inspection, US bank safety box fee, misc. other.			
3060 CDMF Capital Development & Maintenance Funds (available) approximately			\$719
3905 Yard Maintenance Fund still has approx.			\$2,840

5. Trustee Monthly Event Calendar

Upcoming & Pending

February

- a) Lawn mowers tuned up if needed. Riding mower at the shop currently. Max has taken care of this and it is now back from the shop. Wes reports it is running great.

March

- a) Check furnace filters and record. Ted Completed.
- b) Safety inspection of the facility by the committee and record in the minutes. Ted walked through the entire Church with the smoke alarm inspector and would propose that this should satisfy the inspection requirement if the rest of the committee agrees. Committee discussed and agrees that this walk about will meet the requirements of the inspection for this year.

April

- a) Annual Fire Inspection. Tualatin Fire & Rescue call to schedule if they decide to inspect.
- b) Backflow Inspection. Ted has this scheduled for Tuesday April 12th.

6. 2021 List of tentative prioritized projects

- a) Look at upgrading sanctuary lighting. Jason and the Committee visited the Sanctuary to look at the highest front lighting to further discuss some ideas with no conclusions on their way out.
- b) Look into an actual security camera. Did discuss how effective some of the home camera systems several of the committee members have at home. Also, discussed further the biggest concern of installing any type of system is what will we do with what it records? Recently virtually all of the area law enforcement agencies have been reporting their inability to respond to most reports except for the most extreme due to low staffing. No decisions made at this time.
- c) The gutters are leaking at every corner, so eventually need to focus on them as a project to replace.
- d) Still have three original furnaces in service and it has been brought to our attention that going forward as they stop working they will most likely need to be replaced.

7. Maintenance, Pending Issues, and Recently Completed Items

- a) The issue of 4 lights in the highest locations in the Sanctuary are out. Jason plans to contact Capital Electrical to arrange for them to be replaced. Jason has still not been able to get Capital Electric to respond, but will get after them. Bob has got all of the other interior lights repaired or bulbs replaced as well as getting our Church Account at Platt Electrical revised for new Trustee members. Bob thinks ultimately that we will need the eight highest lights replaced with smaller, brighter, longer lasting lights.
- b) The parking lot issues roots restriping and moss. Jason is planning to get at least another bid. We have received a request that at least the parking lot be restriped no matter what else is done. Bob asked Taylor Striping & Signage to look at the lot and give us an estimate. Jason encouraged Bob to pursue more specific pricing and how we can accomplish all of this. Bob presented a very good if not the most complete proposal ever regarding the parking lot repair project. First it breaks it into the upper parking lot starting at the white sign on the hill part of our driveway and the lower parking lot. It then breaks it into pressure washing/cleaning followed by repairing, followed by sealing, and then striping. Bob has the potential of maybe two more bids which he plans to take in if proposed. Jason will bring the original bid he received to the next meeting to compare to what was presented by Bob. Jason plans to talk to Wes regarding what the

finances are looking like to pursue this project prior to considering a major fund raising effort.

- c) Church mailbox replacement due to vandalism. Max was going to call the area Postmaster for guidance. Max is currently waiting for the inspector to give us a report as to what we need to do to replace the mailbox. Max reported that about six weeks ago the Post Office folks showed up and repaired/replaced the mail box and we have yet to receive a bill. They never did communicate back to him regarding any of it after he initially reported it to them and they said they would send their inspector out.
- d) Newly installed outside faucet to the left of the Narthex Entry. We need to discuss if we repair the Koch hall ceiling where we accessed the pipe to repair and install a new faucet or install an access door. Also, Max has a locking device to put on the faucet to keep it from being turned on and wants to know whether it should be a keyed lock or a combination? The Weitman's discussed it with Amy Sunday and so far the vote is for a combination lock. Unanimous opinion was to put a combination lock on it, so Max was going to look at the one on the courtyard faucet, acquire one like it, and get it installed. Thought was that the combinations would be recorded and kept in the key box found in the store room off of Debbie's office.

8. New Business

- a) Amy's small office refrigerator failed and is now sitting on the sidewalk by the lower entrance awaiting disposal. Amy will determine what she wants and we will acquire the replacement.
- b) We haven't done anything regarding the broken outer glass on the Sanctuary stained glass window as of yet. Does anyone know a glass person we could have come and look at it? Ted volunteered to contact the glass guy they had recently come to repair a window at their home.

Next Meeting: April 12th 2022 5:00pm at the Church