

# TUALATIN UNITED METHODIST CHURCH

Trustees November 16, 2021 @ 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:** [December 14, 2021 5:00pm Zoom](#)

### Agenda:

- 1. Opening Prayer:** [Jason opened the meeting with prayer.](#)
- 2. October 12, 2021 Minutes:** [Bob moved to approve, Ted seconded, followed by unanimous approval.](#)
- 3. Building (Facility) & Grounds Use Report:** Currently monitoring the Covid statistics weekly to determine acceptable Church service under the protocols.  
**Building Use:** There are two requests before the Covid Team for consideration. One from Melinda Buyers for a recital and one from Sherris Harrel for a Walk For Emmaus planning group. Not able to ascertain the status of either request, so hopefully Amy has the knowledge. [Amy reported that Melinda had decided not to use the Church because of Covid restrictions. No one was aware of the Status of Sherris Harrell's request at our meeting. Ted followed up with Sherris after our meeting and she told him they had decided to continue meeting on Zoom due to the high Covid numbers.](#)  
**Ground Use:** There are no pending requests.

#### 4. Trustee Budget Use Report:

	2021 Budget	2021 Spent	2021 Remains
6705 Church Maintenance	\$2,500	\$1,826.90	\$673.10
Barrier pest control, Smoke alarm inspection fee, misc. expenses.			
6710 Custodial Supplies	\$400	\$-0-	\$400
6715 Trustee Ep. Maintenance	\$1,000	\$646.71	\$353.29

Back Flow device inspection, US bank safety box fee, misc. other.

CDMF Capital Development & Maintenance Funds (available) approximately \$719 remaining. Wes reported that he paid the \$6,980 bill from NW Evergreen Landscape for the hedge and brush pile removal from the CDMF. He wanted the Trustees to be aware that he left the \$2500 in the Yard Maintenance fund mostly contributed by the Weitman's and some by the McClure's. He was of the belief that those two contributors would have little problem with the Trustees making a decision on how to use this money as long as it was on yard work. [Following discussion Jason requested that going forward we show the total remaining in the Garden Fund along with the other Trustee Accounts, so going forward Ted will intend to do that in the Agenda and Minutes.](#)

Wes also communicated that he was able to pay the entire annual insurance premium through October 2022 rather than making quarterly payments.

#### 5. Trustee Monthly Event Calendar

## Upcoming & Pending

### November

- a) Cell Tower property Tax paid and receive 3% annual increase in revenue from them. Nothing for the Trustees to do here as Wes will take care of this when it comes in with Dianne's assistance. Wes reported that the property tax on the cell tower has been paid and Crown Castle has reimbursed the Church.
- b) Annual Fire extinguisher inspection. Currently scheduled to take place at 2:00pm on November 9<sup>th</sup>. Ted will meet the technician at the Church because the Church is currently closed on that day. Completed as scheduled with no surprises.

### December

- a) Check furnace filters / change as needed **Ted will inspect them all and replace those that need replacing.**
- b) Carbon Monoxide Alarms: **The two alarms for each of the two furnace rooms were replaced with new ones April 2<sup>nd</sup>, 2019. The alarm in the hallway plug in outside the nursery door was replaced with new April 27, 2021. The alarm in the Sanctuary plug in near the north exit door was replaced with new September 27, 2021.**

## **6. 2021 List of tentative prioritized projects**

- a) Look at upgrading sanctuary lighting.
- b) Look into an actual security camera.
- 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 parking lot issues: roots, restriping, and moss. Need at least another bid. Vic Miglioretto suggesting maybe at least restriping as soon as possible. **Ted reminded the group that the True Value Hardware claims to have the device Wes used in the past to restripe. Wes explained that we have to buy the cans of spray paint and they loaned him the device he used to apply the stripes with the spray paint. Jason said he would look into this as time and weather permits.**
- b) Hedge and brush pile removal. Any outstanding issues here? **None discussed.**
- c) The issues of 4 lights in the highest locations in the Sanctuary are out. Jason plans to contact Capital Electrical to arrange for them to replace. Also, we have several lights in the Narthex and other parts of the building and we need a plan for what to do there. Additionally we have the small inventory of bulbs for most of the lights in the building that Dianne and Bob have been managing that needs to be used first no matter who changes the bulbs. They are located in the downstairs hall way mechanical room. **Amy talked about more lights that were out throughout the Church and of course they all require getting on at least an eight foot ladder. Jason reported that he contacted Capital Electric, but they haven't gotten back to him because they are so busy and everyone is shorthanded of course. He will continue to pursue them and try to get into the church to look at things for himself as well. Bob reported that he has some ideas that he would like to discuss with Jason at the Church, but it will have to wait until after he has his surgery and recovers.**

## **8. New Business**

- a) A gentleman by the name of Robert Ward stopped by the Church on October 18, 2021. He explained that the chest against the north wall in the Narthex was built by his father in memory of his mother and that if the Church should ever decide to remove it he would like it. His address is P. O. Box 1933, Vancouver Washington 98668 phone 503-720-8326. Amy reported that he only talked with Debbie, but he just wanted the Church to be aware that should we ever decide to get rid of that chest because we no longer had a need for it that he would take it off our hands. We will just document his request in our minutes in the rare case that should ever happen and call that good enough.
- b) I was up to the Church last Tuesday and noted that the Garden group is beginning to clean out the plants and stacking them in the parking lot, so we need a plan what with no free Yard Debris Day. Jason reported that he and Max were at the Church over the weekend doing some additional clean up. When they went down to the lower parking lot Tom Kroen and a group of Scouts were working on cleaning up the garden and indicated they didn't need help hauling it away.

**Next Meeting: December 14<sup>th</sup>, 2021 5:00pm on Zoom**