

## BOARD OF TRUSTEES MINUTES

May 3, 2016

Members Present: John Freshwater, Tom Scholl, Steve Wheaton, Ken Raper, Mel Guss, Steve Land, Tim Whaley, Charlie Johnson, Phil Keagy, Rick Scroggs, Karen Shipp, Brenda Geraghty

Non-members present: Roger Fulp, Ray Bihary, Bonnie Bihary

Roger Fulp opened the meeting with prayer.

John provided the Trustees with a detailed agenda.

The April minutes were approved and will be sent to Bonnie Johnson and Christy, Administrative Assistant.

### Miscellaneous

- Trustee's Secretary is still on hold.
- Bertie Co. Land Sale will be finalized as soon as papers are signed. We will receive net \$7924 from the sale.
- Due to a scheduling conflict with Teen CBS, Tom Scholl asked the Board of Trustees to consider changing our meeting day from Tuesday. The calendar will be reviewed for other church meetings to determine another day.
- John asked if any members present had served as Chair of Board of Trustees at other churches. He would like for them to share their experiences. None were present.

### Safety & Security

- Mel reported that phone line issues remain the same. Currently there are 10 lines; however, one doesn't work. Two are main lines for the Church and 2 more have been requested. There is one prayer line.....
- All agreed that we should proceed with the earlier decision to landscape the area where exterior stairs have been removed. Repairs to the water lines and drains have been completed by Bogey Masonry and Tom Scholl agreed to call Bill Bogey and encourage him to complete the final cleanup and hand rail removal. There will be expenses incurred with the landscaping.

### Insurance

- Ken Raper announced that he had completed approximately 50% of the pictorial inventory. He thought he would be able to complete all the pictures in a couple of days. John said the paper listing of inventory is fine.

## Maintenance

- Tom Scholl agreed to work with Doris for the relocation of playground equipment. There was discussion about removing the fencing around the old playground area and planting grass. It was suggested that picnic tables be relocated to this area. Roger Fulp will check with others about how they may use the area before a final decision is made for this area.
- Roger and Mel discussed the removal of the Bray storage trailer. Paint and other materials need to be properly disposed of through donation or taken to the dump. Karen will look into the material disposal and Roger will then get the trailer removed.
- New phone line needs to be installed in Carol's new office. Old phones have been replaced.
- Some roof leaks have been repaired. There was a new leak in the kitchen today.
- Big electrical issues have been fixed. Last week day care staff reported smelling burning wires in the kitchen. When John/Roger checked the area nothing was found. Roger will follow-up.
- John said he had not received the "as built plans." CD he received did not include. Roger said he had a CD that he would give to John.
- John Nightingale is analyzing what we have and what is needed to support our computer systems, computer security and hardware. He has recommended purchasing two new desk top computers, upgrading Windows program and a RAM update for Pastor Scott's computer. We will need to get the cost of purchasing the new computers.
- Permanent repair has been completed to the asphalt on the upper level drive.

## FYI Miscellaneous

- John is continuing to prepare wetland for certification.
- Volunteers are needed for painting and construction in areas of the repurposing plan. When the repurposing plan is complete, an announcement for volunteers will be placed in the bulletin.
- Directional signs for AA/NA have been received. Mel will contact Meryl about getting the signs installed.
- Charlie Johnson will continue working on our energy consumption initiative. He will contact an electrician to get the costs for the changeover to LED lighting. The cost for making these changes will be discussed with the Finance Committee.
- Phil Keagy will contact Swansboro Town Manager on the status of obtaining rolling carts for trash and recycle.

## Other Items for discussion

- Mel clarified guidelines for signing church documents. Guidelines are in the Trustees booklet.
- Bill is looking into repairing restroom doors in the lower level of the Education Bldg.
- John has received information regarding two cemetery plots and a headstone. Brenda will follow up on the sale of the plots.

Roger Fulp closed the meeting with prayer.