

SUMC Board of Trustees

Meeting Minutes

November 2, 2016

Present: John Freshwater, Steve Wheaton, Mel Guss, Charlie Johnson, Phil Keagy, Karen Shipp, Ken Raper, Wes Bergazzi, Cathy Harris, Rick Scroggs, Brenda Geraghty, Lois Craig, Phil Keagy, Bonnie Bihary

John called meeting to order at 6:30 pm., with the lighting of the Christ candle. Lois Craig opened with prayer.

- Reviewed October Minutes, approved.

Safety & Security

- Discussion about continuing leaks in roof in Building #3. Tom Scholl has a builder who will come and assess situation. Charlie feels that contractor still has some liability. Hampton White has been consulted. We have a diagram with leaks marked by Becky. Attachment A.

Insurance & Maintenance

- HVAC Service Contract – A bid was received from Jacksonville Heating Contractors. Cost \$6900.
- Parking lot sealing and striping: It is too cold at night to do sealing at this time. We will put most on hold till spring. Maybe fix bump at entrance, on Highway 24, cost \$15,000. We could stripe handicap areas ourselves, might borrow equipment from a local school. Phil and Wes will pursue this. Charlie recommended that repairs be made to lower lot now, to prevent further deterioration.
- Fire Department recommends that we put “Emergency Exit” signs in all buildings.
- We have a lot for sale in White Oaks area. The sales contract has expired, we need to raise price and choose a new realtor, local.
- Beacon Worship Leader needs to have H&A vent in his office; formerly nurse office, formerly prayer room.

- There is a need for doors between middle and high school rooms for Sunday school. Bids needed, John and Charlie will investigate.
 - Lois and Brenda have Trustees files organized. John will check on a file case for building plans to sit on present file.
 - Mel brought up keys. Keys, keys, keys! Fire Dept. raised question about who gets in and when?
 - Lois asked about security when new automatic handicap doors are installed. It is being dealt with.
 - Doors have arrived for bldg. #1, that Roger Fulp ordered. He will install soon.
 - Steve Wheaton gave us a corrected contract cost for copy machine. See attachment B.
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- Any corrections or additions, please send to Bonnie or John.

Meeting adjourned at 7:20 pm.

Next meeting will be December 7, 2016, 6:00 pm. Please note earlier time.

Building #2, Sanctuary Building, Lower Level, Room 31

Bonnie Bihary 252.204.3233

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- A. Diagram of leaks
- B. Copy machine contract price



BOARD OF TRUSTEES
Swansboro United Methodist Church
665 W. Corbett Ave.
Swansboro, N. C. 28584

STATUS NOVEMBER 2 2016

Last month I reported cost to procure refurbished printer/copier was \$2680.00 I should have reported that was to acquisition cost which did not include sales tax . Including tax cost is \$2,867.60. Additionally I reported annual maintenance contract for this machine was \$150.00 I should have reported that did not include tax . Including tax cost is \$160.50.

The total cost for printer and annual maintenance contract is \$3,028.10. We need to sign this proposal and email back prior to Jan so they can ensure delivery and service without any interruption. I have talked to Carol Ferry and she knows this and has indicated there is no problem.

Proposal of service contract from Jacksonville Heating Contractors in waiting on parsonage to be added.

Steve Wheaton

B