

## **Trustees Meeting Minutes**

**1/5/23**

**5:30 pm**

Attending: Kathey Fairchild, Ken Raper, Bill Smith, Linda Folger, Elizabeth Holtz, Linda Folger, Bruce Poland, Anna Hall, Kevin Baker

Members not in Attendance: Alan Tate, Jane Sylvester, Lance Tucker

**Opening Prayer – Kevin Baker** opened the meeting with a prayer.

### **Election of Officers:**

Bill Smith was elected as Chair for the coming year.

Bill Smith asked for nominations for Vice Chair. He commented that we all need to be involved in the work of the committee, and the work should not fall entirely on the Chair. Thus, the Vice Chair position is critically important. No one volunteered to be considered for this role, so this was tabled for the time being.

Linda Folger agreed to be the Secretary for the coming year, and the group by consensus agreed to this appointment.

### **Old Business Update:**

**Insurance Review** – Linda Folger reviewed the three recommendations made to the group at our last meeting: 1. Increase the building property limit to a more realistic replacement value. The current limit is \$198.64 per square foot. 2. Explore the cost of flood insurance as there is currently no flood insurance in place. 3. Increase the Employee Dishonesty limit, assuming the premium for such is reasonable. Linda discussed with our representative at Brotherhood Mutual and found the following:

1. Cost of increasing the coverage on the buildings to total blanket limit of \$10,437,000 (from \$9,626,000) would be \$1,870 annually. The premium would be pro-rated since we will be making a change mid-year.
2. The cost to add Flood insurance would be around \$9,000 per year.
3. The cost to increase the Employee Dishonest limit from \$45,000 to \$100,000 would be \$20 annually.

Ken Raper made a motion to increase the limit on the buildings per the above quote and to increase the Employee Dishonesty limit per the quote and to forgo the Flood coverage quote. Elizabeth Holtz seconded the motion. The committee agreed unanimously to move forward with these changes.

Pastor Kevin explained that the church budget was not approved when addressed at the end of 2022. Consensus was to continue based on the 2022 budget and revisit in 2023 with the new board when they begin their new term.

**Power Washer:** Carl had asked for a power washer and he is no longer employed by the church. Bill Smith recommended that we table this for now and when we have work days, bring our own power washers in view of the budget. The committee agreed.

**Storm Water Management :** There is a document dated 7/6/21 that provides a list of projects. Storm water management is one of the items in the project list. Additionally, we received a letter in 2021 requiring an updated storm water management plan. Apparently, John Freshwater is working on this plan. Our Renewal application was not done. Bill will talk to Tom Scholl and decide how to address this issue. Pastor Kevin explained that Paul Williams may know more about this too.

**Work Day –** Elizabeth Holtz reminded the committee that we talked about having a work day and haven't done that yet. We apparently were planning to postpone until the Spring. The committee agreed that we will plan for March or April and will need to formulate a list of jobs to be completed

**New Business:**

1. We had a leak in the Sanctuary and asked if anything had been done. Tom Scholl called someone and now we need to find out if repairs have been completed. Bill Smith will discuss with Tom Scholl and update us.
2. Bill Smith received a note that there are two evergreens on the south side of Building 3 that are dead as a result of parasite infestation. This parasite will kill others. S&G Landscaping handles our maintenance and will be consulted. er). Will kill all the trees if not treated. S&G Landscaping handles and will be consulted.
3. The Boy Scouts inquired about repairs to closet that has a broken lock. Pastor Kevin will find out something more on this as it is not clear if this is our responsibility. The Church has a Building Use Agreement only now. Their sponsorship is now being handled by VFW.
4. Pastor Kevin asked for feedback on replacing Carl, our Facilities Maintenance Manager who resigned last week. His hours were being cut to 3-4 hours a day – 2 to 3 days a week. Pastor Kevin asked if we should ask SPRC to post for this position at the 15 hours/week. Or, should we consider a more robust position with more hours that would include taking over some of the jobs currently subbed out. For example, we pay approximately \$30,000 per year to Piedmont for our HVAC maintenance. Piedmont has been changing filters, belts, etc. The committee agreed to ask SPRC to find someone to take over with same hours as Carl. (15 hours/week) for now, with the idea that this may be expanded in the future.
5. **Fire Inspector:** Pastor Kevin is meeting the fire inspector on Tuesday, January 10<sup>th</sup> between 10 and 11. He asked if anyone would like to join him for this walk through inspection. Ken Raper will do so.
6. **Grounds and Landscaping –** Bill Smith suggested that mini-committees be established to do regular walk through inspections of each building. The mini-committees we agreed on are:

**Building 1 –** Bruce Poland and Anna Hall.

**Building 2** – Elizabeth Holtz and Bill Smith  
**Building 3** – Ken Raper and Kathey Fairchild.

Bill Smith closed the meeting in prayer.

Meeting adjourned at 7:00 pm.

Next meeting – Feb. 2, 2023– 7:00 pm

Meeting adjourned 6:10 pm.

Respectfully submitted by Linda Folger