

## Trustees Meeting Minutes

3/2/23

5:30 pm

Attending: Bill Smith, Linda Folger, Elizabeth Holtz, Linda Folger, Pastor Regina Harrison, Kathie Fairchild, Lance Tucker

**Opening Prayer** – Bill Smith opened the meeting with a devotion and lit the Christ Candle. Pastor Regina opened in prayer.

### Old Business:

- **Storm Water Management – Bill Smith** – We pay a monthly fee to Stormwater Solutions Group of \$100 for monitoring and maintenance. Bill reported that he has not had an opportunity to find out what this entails or the standing of the Stormwater Permit going back to 10/14/22.
- **Parasite Infestation** – Bill Smith sprayed the trees with Triazicide. One of the trees is still alive, but others were dead. The infestation was caused by cinch bugs.
- **Boy Scout Closet Lock** – This closet is on the lower level of Building 1. Part of the lock is missing but the scouts should have a key that they were given. There are several concerns to discuss with liaison for the Scouts: 1. Key for the storage closet door 2. Storage of food in the closet will attract rodents/bugs 3. Have not yet received copies of the Scouts Certificate of Insurance.
- **Fire Inspection, Feb. 9, 2023 – (Attended by Bill Smith)** There were a number of recommendations:
  1. Exit signs should be tested for brightness to determine when to replace failing batteries. Working on a procedure to record information for inspections. (Ken)
  2. Building 2 – rooms 32 & 36 and men's and Women's bathrooms have sprinkler heads hanging below the ceiling tile. Need report from BFPE that this is fixed. (BFPE corrected on 2/15 and we notified the fire inspector. Building 2 is complete.
  3. Building 3 – Fire alarm strobe light is missing from the storage room located at the back of the social hall. We need a report from BFPE that this is fixed. This was not corrected by the 2/16 inspection date so we were given one week to correct or be fined. BFPE completed the work on 2/24/23 and we notified the fire inspector. The final report from BFPE to satisfy the fire inspector was received on 2/28/23.

We will have another inspection in May of 2023.

- **Team Assignments:**

- We still need a team for grounds and landscaping. Lance Tucker volunteered to be part of this team. Linda Folger volunteered to join Lance on the grounds and Landscaping team.
  - Other team assignments – Building 1 – Bruce Poland and Anna Hall, Building 2 – Elizabeth Holtz and Bill Smith, and Building 3 – Ken Raper and Kathie Fairchild
- Discussion on replacement for Carl Mullen, Facilities Tech – Bill Smith reported that Pastor Kevin is following up on a phone call from a retired man (Rick Abrams) in the congregation that is interested and does not want any compensation.

#### **New Business:**

Bill Smith reviewed additional budget items and we discussed ways to save additional dollars:

1. Cleaning Contract – There have been various complaints regarding the quality of cleaning of both stairways, carpets, and restaurants. The latest contract was not written by the Trustees or SPRC and includes other family members working, but only one listed on payroll.
2. B&G Lawn Care – Seth is to look at revisions to reduce costs, including applying only pre-emergent fertilizer, reducing the frequency of mowing as needed. This is the result of a meeting Bill had with them, in which he relayed our need to cut costs. They will be giving us a proposal.
3. BFPE – We need to monitor this carefully. BFPE performs the testing and inspection for meeting codes. Then they perform the work at our request to correct needed items. We need to request completion of all items at the same time rather than piecemeal to reduce trip charges.
4. Piedmont Service Group – Maintain and service all HVAC equipment. Piedmont offered both quarterly and semi-annual service for the equipment. Bill talked with Randy Pope, who performs service for us and we could go to a semi-annual plan as the filters are not that dirty when changed. The overall contract includes replacement components like draft inducer fans and gas control valves. Both are on order for the Sanctuary Gas Pac at this time.
5. Suburban Propane – Delivery driver didn't know we had two tanks. There are two 1000 gallon tanks and they were only filling the Day Care tank. The sanctuary tank ran dry in February. The price to fill the tank was at \$4.65 per gallon. Piedmont had a problem with gas pressure and Suburban held them up on repair because their service technician didn't show or call. Suburban reduced the price to \$3.50 per gallon and rebated us \$250.00 for the no show. Total credit came to \$906.38. Bill still has some concerns to iron out with Suburban concerning regulators operating in water in the tank top hat.

The meeting closed in Prayer.

Meeting adjourned at 6:55 pm.

Respectfully Submitted by: Linda Folger