

Minutes of Eastridge Presbyterian Church Board of Trustees

5:00 PM – Thursday, March 17, 2011 – Huxtable Lounge

Attendance:

Name	Present	Name	Present
Jeff Bassford	X	Richard Perry	X
Keith Thomson	X	Marge Reeve	X
Chad Shirk		Nadine Wiley	X
Rick Koelsch	X	Steve Anderson	X
Sharon Tubach		Dave Marx	
Brad Devall	X	Brett Joseph	
Bob Mitchell	X	Jim Crelin	X

To Do List:

- Brett will be asked to include the monthly Analysis of Revenues and Expenses Summary in future trustees packets.
- Jeff will contact the company that provided the bid for the Narthex stain glass window to initiate its repair.
- Cody will be asked to go through the inventory list for the Boy Scout trailer to see if there are things the youth could use such as the tents and some of the camping items.

Calling of meeting to order – Brad opened meeting at 5 PM and Jeff led the group in an opening prayer.

Approval of Minutes. Marge moved to approve the February, 2011 minutes and Jeff seconded. The motion was passed by voice vote.

Presentation, Review and Approval of the Monthly Expenditures and Monthly/Year-to-Date Annual Financial Status Report

- Steve shared the February 2011 financial summaries. Budget problems noted in February have been corrected. It was noted that the monthly summary report needs to be included. Only January summary was found in the packet.
- Rick moved and Nadine seconded to approve report. The motion was passed by voice vote.

Committee and Liaison Reports

A. Session Liaison–

- Steve Anderson reported on the Session discussion to hire an associate pastor. The search committee will be nominated soon. Suggestions are welcome. Who will lead nomination of search committee is up in the air. Should be decided tonight.
- JP will complete his employment on April 1. He is currently using up vacation. Interim pastor will be hired as soon as possible.

B. Trustee Inside Committee --

1. Narthex Stained Glass Window project.
 - Jim reported that we need to proceed with contacting company for installation.
 - Jeff volunteered to make follow up contact to begin the repair process.

2. Pew project
 - Keith reported visiting with Dean Orsborn about refinishing of the pews. No estimate has been made to date of time and cost. Dean has taken 2 pews home to determine a cost of refinishing pews.
 - Marge is getting bids for new pews. Radigan Shotner has expressed interest in both providing new or refinished pews.
 - Asbestos tile removal may be an issue due to solvents used to allow tile removal.
 - Trustees agree to get bids for project from Orsborn and Radigan Shotner.
3. Water leaks & ceiling repairs in Welcome Center
 - No new information at this time.
4. Air Conditioning issues – Education wing & Sanctuary:
 - A letter requesting bids for compressor replacement for the Sanctuary has been prepared. The letter requests bids for completion of six projects associated with the sanctuary compressor's replacement and reconfiguration of the refrigerant lines.
 - Bob Mitchell reported that bid process will delay sanctuary compressor replacement until after Easter. He further reported that the likely cause of the most recent failure was an electrical contact failure causing motor to attempt to start on single phase instead of 3 phase power. He further shared that past failures on sanctuary compressors may have been caused by traps in long lines running from compressor to heating unit heat exchanger. Two alternative approaches to solve this problem include 1) Re-location of refrigerant lines to avoid creating traps for condensate and contaminants. 2) Place compressors on roof over heating unit heat exchanger to minimize refrigerant line length. Compressor replacement cost is about \$6500. Roof unit and new lines will be an additional \$17,000. Total cost is likely to be under \$25,000.
 - Jeff moved to ask for bid for compressor replacement as shared in the letter, items 1 and 2 only, with bids due by March 24. Seconded by Richard. The motion was passed by voice vote.
 - The trustees agreed to pursue items 3, 4, and 5 in the proposed letter at a future date.

C. Trustee Outside Committee --

1. Winter – Snow removal
 - Brad reported that church is pleased with winter snow removal services provided.
2. Light on cross on West side
 - Keith reported that cross has been hardwired and working fine.
3. Boy Scout Trailer
 - The Boy Scout troop is disbanding. Cub Scouts will continue to meet at the church.
 - Marge has license to put on trailer.
 - Jason Anderson has the list of inventory items. It was suggested that Cody go through the inventory list to see if there are things the youth could use such as the tents and some of the camping items.
 - There is \$219.18 in the scout checking account. They will be closing this account and transferring the money to the Boy Scout office. The church has not had access to this account; this was the troop's money and therefore will be given back to the Boy Scout office.
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4. Church Cleanup

- Scheduled for Saturday April 16, 2011 starting at 8 a.m.
- Mark Sunderman will make announcements at services on April 10.
- John VerMaas will provide truck and mulch again this year.

D. Facilities Task Force Liaison

- No report

E. Nominating Committee Liaison

- Nadine reported that the next nominating committee meeting will be March 29, 2011

F. Budget & Stewardship Liaison (Sharon Tubach, Chad Shirk, Steve Anderson, Dave Marx):

- Steve reported that there will be an outside audit. Brett will be setting this up. He was waiting until the new accounting system was in place.

Other Business

- The Stephen Minister group has requested to post a Caregivers Compass poster in the Welcome Center. They would like it placed between the windows on the south brick wall in the Welcome Center. This would increase visibility and awareness of the Stephen Minister program.

Adjournment

The next Board of Trustees meeting is scheduled for Thursday, April 14, 2011 at 5 pm.
The March meeting adjourned at 6:15 PM

Submitted by Rick Koelsch, Secretary