

**Downs United Methodist Church
Trustees Meeting Minutes
Jan 6, 2004**

- **Present:** Ken Wagner, Jean Riordan, Andre McNaught, Lyndall Cuba, George Lewis, Dale Palmer, Darla Lanchester, Curt Rush
- **Officers:** George Lewis was elected chairperson, and Darla Lanchester was elected secretary.
- **Parsonage Update (Lyndall, Ken):**
 - J.U.L.I.E. will come back on Monday, January 12, for their second attempt at marking. (NICOR has to be there to dig within four to five days, or J.U.L.I.E. has to come back and re-mark.
 - The county is responsible for excavating the ditch for the driveway. Ken has been trying to get them moving.
 - Insulation: Blown-in insulation provides us with pay-back over the life of the house. Cost from Illiana company will be \$3315 less a 5% or 10% discount Ken was able to obtain. (This is \$1500 more than the construction company's allowance for insulation.) Estimate includes walls, ceilings, corners, and garages. Lyndall made a motion we use Illiana for wet cellulose insulation, blown in. Dale Palmer seconded. Motion carried unanimously.
 - Electrical, heating, telephone, plumbing, and cable are done. Septic being dug now. (No trucks may drive over the septic area after completion.)
 - Getting bids for dry wall. Allowance is \$8500. Rodney Carr provided an estimate of \$6,736 (\$1,800 in materials, including delivery).
 - Lacking two inspections now: basement stairwell and preoccupancy inspections.
 - Driveway will be 12" deep. The gravel has been donated. The culvert will be 30".
 - Dale covered landscaping plans. The goal is minimal upkeep. No landscape allowance was included in the new parsonage bid. There are "sweat equity" items. Dale said somethings should best be done by a professional. Whoever dug the basement will probably rough-grade the yard. George will discuss landscaping with Ad Council.
 - Curt inquired if anyone had pursued changing the front steps and porch to something other than concrete (e.g., a deck). Lyndall with bring this up with the parsonage committee.
 - The trustees chair is automatically a member of the parsonage committee.
- **Old Business:**
 - Minutes: Dale Palmer made a motion to approve last month's minutes. Jean Riordan seconded. Motion carried.
 - Water leaks: There is a leak in the sanctuary on the north side on top of stained glass windows. There is also a downspout overflowing and causing the leaks in classrooms on the north side.
 - Insurance: Church Mutual indicated we have to pay an \$80 increase in premium for terrorism coverage or specifically exclude it from our policy. There was no vote to exclude the coverage, so the increase in premium in acceptable.
- **New Business:**
 - New church building: Drawings will be approximately 5% the cost of the new church building (roughly \$60,000). The expenditure for drawings was approved by the congregation a long time ago. The drawings are required so that we may bid out costs to determine what we can build with the money we have or will have. George will discuss pursuing a two-phased approach for the new building with the Ad Council. The congregation already approved the purchase of the land (approximately \$100,000). George will ask the Finance Committee how we can pay this.
 - Committee members: Rhonda Nalley, Tim Mikel, and Ken Wagner have "rolled off" the trustee list, and new trustees are Shari Riley, Andre McNaught, and Darla Lanchester.
 - Meeting dates/times: Tuesday night conflicts with sports. Darla will attempt to find a date and time that works for most people. Until the meeting time is changed, we'll continue to meeting the first Tues at 6:30 pm.

Lyndall made a motion to adjourn. Andre McNaught seconded. Motion carried unanimously.

Respectfully Submitted,
Darla K. Lanchester,
Trustees Secretary