

**Trustees Meeting Minutes**  
**Downs United Methodist Church**  
**May 4, 2004**

- **Present:** Curt Rush, Jean Riordan, Darla Lanchester, George Lewis, Lyndall Cuba, Dale Palmer, Joe Gibson, Andre McNaught
- Curt opened with prayer.
- Lyndall made a motion the previous minutes be approved. Joe seconded the motion. Motion carried.
- **Old Business:**
  - Update on New Parsonage: Curt and Pam moved in last Saturday, and now we have 30 days to finish garage walls and basement. Materials are ready, but manpower is needed.
  - Update on New Church Building
    - Discussed land purchase details. Andre made a motion the trustees approve a recommendation to pursue purchase as outlined; Dale seconded. Motion carried.
    - Morton is still working on the architectural drawings.
- **New Business:**
  - Landscaping proposal from Grieder's for parsonage: Dale walked through the details. Low maintenance is in the design. Sod for front yard (4600 square feet; 460 rolls) will be donated by Grieder's if we can get some congregation members to install it (five people for one half-day?). Joe made a motion the trustees 1) accept the donation of the sod by Dale, and 2) that the church have Grieder's install front landscaping paver edge and river rock, deliver materials only sides and reach (mulch), and deliver and install the trees for a total expenditure of \$3,614; Darla seconded. (Dale abstained from the vote since his company bid for the landscaping.) Motion carried. George will check with John Werner of the finance committee about the expenditure.
  - Remaining expenses on parsonage: \$12-15,000 estimated (George will send me this amount.) Following discussion about the amount of money to allow for window treatments, Andre made a motion we allow \$2500 for window treatments at the parsonage; Jean seconded. Motion carried.
  - Two adult Sunday School classes want to use the former parsonage for their classes. Darla made a motion the old parsonage be used for Sunday School space; Dale seconded. Motion carried. Some new chairs may need to be purchased for this usage. Darla will research prices and types of chairs, and George will see if we have enough discretionary budget to buy them without formal approval by Finance and Ad Council.
  - Those who show up for the church work day/facilities review on Saturday, May 8, may be asked to go to the parsonage to help finish up there. The work day begins at 8:30 am on Saturday.
  - Andre has been working with Rose and Janice on an analysis of the copy machines. Andre made a motion we release the service agreement the church has with the vendor on the old copy machine downstairs; Jean seconded. Motion carried. Curt will see what deals are available on a new, small copy machine for downstairs.
  - Future meeting topic: Policy for distribution of keys to the various church buildings.
- Joe made a motion to adjourn the meeting; Andre seconded. Motion carried. Meeting adjourned at 8:23 pm.