

Trustees Meeting Minutes
Downs United Methodist Church
October 5, 2004

- **Present:** Darla Lanchester, Jean Riordan, Curt Rush, George Lewis, Dale Palmer, John Werner, Lyndall Cuba
- Curt opened with prayer.
- Jean made a motion to approve the September 2004 meeting minutes. Dale seconded. Motion carried.
- **Old Business:**
 - **Building Construction**
 - **Architectural drawings:** Color renderings and next set of floor plans will be given to Dale tomorrow in time for construction meeting on Thursday.
 - **Village negotiations:** Will need to meet with neighbors again, but want to include school this time. George discussed the update to annexation agreement he received from the church's attorney with the legal wording to address the five issues the neighbors had. We want to informally meet with the village before meeting with the neighbors to discuss the annexation agreement.
 - **Parsonage hail damage:** Repairs are completed except for one corner post that was actually damaged before the hail storm. Money spent for labor and materials so far are \$480.
 - **Annual conference reports:** Water treatment report from the village of Downs requires us to fill out a "freedom of information act" request before they'll give us a report. Radon testing will be conducted later for next year's report. Both will have to be filed each year for the annual conference reports.
 - **Work orders:** These are items we need to attend to in the future.
 - Move wall in Curt's office
 - Refurbish clock
 - Add viewing pane to classroom doors (or we have to have two adults in each classroom per our policy on sexual harassment prevention)
 - Add downspouts to remove water from classroom roof: This item is complete. Downspouts were added to south side of roof last Saturday.
 - Doors for Sunday School in the old parsonage: This item is newly added to this "to do" list.
- **New Business:**
 - **2005 Budget:**
 - Need to reduce copier lease amount since our last lease payment will be 1/31/2004. Still have to pay copier maintenance which is a separate amount.
 - **Building fund update by John (Finance Chair):** \$12,842 was loaned from the Building Fund to the General Fund to keep balance at \$30,000, which is the amount the Ad Council and Finance Committee would like to keep in the General Fund to meet operating expenses. The monthly donations have decreased to \$9,000 from \$11,000. (The reduced amount may be due, in part, to decreased summer attendance.)
 - **Parsonage to-do list:** A few items remaining to be painted on the parsonage, siding under the front door needs to be finished, and a small sport on the deck needs to be finished.
- Darla made a motion to adjourn the meeting; Lyndall seconded. Motion carried. Meeting adjourned at 7:22 pm.