

**Trustees Meeting Minutes
Downs United Methodist Church
March 1, 2005**

- **Present:** Darla Lanchester, Jon Spelde, Dale Palmer, Curt Rush, Shari Riley, Andre McNaught
- Curt opened with prayer.
- **Old Business:**
 - **Building Construction:** Reviewed preliminary high-level drawing.
 - **A/V equipment:** Money left over from original planned expenditure will be used to purchase a projector that faces backwards for choir and other people who face the congregation and can't see the other two screens. The extra expense is about \$200 to hook it up. Shari made a motion we purchase and install another projector. Jon seconded. Motion carried.
- **New Business:**
 - **Work Orders:**
 - **Shelf for rear sanctuary:** Purchased for \$158, but is not installed yet.
 - **Move wall:** Have to line up more people to help with this.
 - **Leak in annex:** Curt is working on this, and it's almost fixed.
 - **Doorknob:** One of the upstairs classrooms at the annex is missing a doorknob. Curt found one to match on a closet and will fix.
 - **Ladies restroom:** Curt will fix running toilet.
 - **Office computer:** Curt and Rose would like to hire Janice four to six hours a week to compile the overhead slides used every Sunday. She needs a newer computer for work because her current one does not have compatible software, and it's very old. It would be more cost-effective to get a different computer than it would be to upgrade her existing computer. Hawk Computers has a recently rebuilt computer for \$636. We discussed the using the laptop used for the slides, but it is missing an internet connection (needed to download clipart), and the battery is bad. Shari made a motion we check the laptop and if not sufficient for Janice's needs, we authorize the purchase a new computer up to \$650, to come out of the Office Supplies budget. Jon seconded the motion. Motion carried.
 - **Gravel for parking lot:** After frost is over, Dale will bring some gravel to see if the mud problem can be patched instead of reapplying gravel to the entire parking lot.
- Darla made a motion we adjourn. Andre seconded. Motion carried. Meeting adjourned at 7:03 pm.