

Williamsburg United Methodist Church

Board of Trustees Meeting

JULY 23, 2020

Chair George White called the telephonic conference Board of Trustees meeting to order at 6:30 pm and Senior Pastor David Rochford opened the meeting with a prayer.

Trustees in attendance were George White, Dianne Colton, Roy Geiger, Joyce Hedgepeth, Linda Upshaw, Ray Morgan and Bill Satterfield. Also, in attendance were Rev. Rochford, Senior Pastor, Anne Hardister, Lay Leader, Greg Whiteside, Director of Facilities.

May 28, 2020 Trustee minutes were approved and posted

George White presented the June 2020 financial reports and questions were answered.

Facility Managers Report – Greg Whiteside presented the Facility Managers Report (copy attached) and the following actions were taken:

- The Respite Care Project is underway and should be completed by August 31, 2020.
- The 3rd Floor education wing air conditioning replacement at a cost of \$17,000.00 was approved by unanimous vote of the Trustees. The Operations Committee will review and approve a contract for this work.
- The KMO request for additional fencing for the Sports Court area was referred to Planning Advisory Committee for study.
- A HVAC unit for the second floor of the Parsonage was approved by unanimous vote of the Trustees at a cost not to exceed \$12,000.00. The Operations Committee will review and approve a contract for this work.
- The Trustees approved by unanimous vote to replace the failed HVAC unit in the KMO area at a cost of \$10,000.00.
- The space utilization study was referred to the Planning Committee for study.
- The Atrium/skylight roof project was carefully reviewed by the Trustees. The Trustees approved by unanimous vote to select Ruff Roofers to complete the project at a cost of \$272,400.00. The Operations Committee will review and approve a contract for this work.
- The contract with Divine Services for janitorial services for the church expires July 31, 2020. The Trustees authorized the Chair to enter into a 90 day extension and negotiate a new contract for review and approval of the Trustees.

- The facility manager has identified a company to sanitize key areas of the church. This work will be accomplished before the church reopens for worship services.
- The draft Security plan will be sent to the new Senior Pastor for review and comment.

Planning Advisory Committee Report – The Trustees received a report from Roy Geiger on the Healthy Church Committees work on reopening the church for worship and other services. The Trustees agreed to continue to provide parking in the banner entrance lot for William and Mary students consistent with the form and policy established in 2019.

Operations Advisory Committee – The Trustees received a report on financing the revised WUMC Capital Improvement Plan. The revised Capital improvement Plan Update was previously approved by the Trustees. The Trustees were in support of Local Outreach Committees plans to conduct drive thru donation drop offs for the school start up program.

Policy Advisory Committee Report – An update on drafting a new Trustee policy on gifts and acknowledgements was discussed. The Policy Advisory Committee will meet soon to continue work on this matter.

Old Business – The Trustees directed the Facility Manager to continue support for a plan for live streaming of worship services in the sanctuary once the Church was reopened.

New Business— The Trustees discussed the Winter Shelter Program. While the Trustees are in support of this worthy program, further study and discussion will occur at the next Trustee meeting.

Next Meeting – May 28, 2020.

With no further business to come before the Trustees, the meeting was adjourned at 8:00 pm.

Submitted

Approved

Greg Whiteside

Joyce Hedgepeth

Recorder

Secretary