

**Williamsburg United Methodist Church  
Board of Trustees Meeting  
24 May 2018**

A prayer was given by Rev. Bill Jones.

Those in attendance were George White, Mary Rogers Hill, Bill Mershon, Mark Phinney, Bill Satterfield, Jo Ann Converse, Bob Evans, and Rev. Bill Jones,

Minutes of the 22 March meeting were approved.

George White presented the April 2018 Trustee Report to Finance and Church Council. (See Attached) George expects that the reports will be expanded in the future and become more meaningful for Trustee use.

Bob Evans presented the Policy Advisory Committee Report. Members of the Committee are Jo Ann Converse, George White and Bob Evans, chair. In addition, Linda Rhodes and Linda Upshaw have been added to the Committee for the purpose of writing policy statements. The Committee has so far identified 35 items that need policy statements (see attached) and each has been assigned to a member of the committee.

Bob reminded the Trustees that this is not a 100 yard dash but rather a marathon effort. It was decided to submit the policy statements to the Board of Trustees and the Church Council for approval as they are developed rather than waiting until the final manual is complete.

George made a report for the Planning Advisory Committee. Mary Rogers Hill, Curtis Nordeman and Mark Phinney are members of the committee.

The current five-year capital projects plan was reviewed and all agreed that it needs updating.

A motion was made and approved that the church contract with Guernsey Tingle to perform a review of all architectural, structural, mechanical, electrical and plumbing systems and determine if those systems should be modified.

A list of all currently known projects was passed out for review and discussion at future meetings.

A motion was made and approved to continue allowing 7 parking spaces to be utilized by W&M students.

The Chair, George White made the following announcements:

The current weekend security lock up arrangements with students living at the Wesley House had been extended for one year.

Arrangements have been made for our insurance agent to visit and do a complete review of our current insurance coverage.

A proposal is being made to identify and utilize a group of lay/volunteers to take on and accomplish small manageable tasks associated with the church, parsonage and property of WUMC. They will be known as the Crew.

Mary Rogers Hill is the Church Grounds Representative.

Jo Ann Converse and Mary Rogers Hill are the Parsonage Representatives.

A new Program/Facility approval process and been implemented.

The Operations Advisory Committee (Bill Satterfield and Bill Mershon) A status report on the new AHU progress was made and a new problem associated with the Sanctuary Duct work was discussed.

The Facilities Manager position is currently being advertised. It will be a full time position.

The next Trustees meeting will be at 5:30 pm on the 21<sup>st</sup> of June.

Submitted:

Approved:

Bob Evans  
Secretary

George White  
Chair