

ADMINISTRATION COMMITTEE

May 2, 2011

PRESENT: Tom Parsons, Bobbie Rooker(Personnel) Alice Stauffer, George Upton, staff, Dick Williams, Vanessa Combs

EXCUSED: Bob Schneider, chair; Don Lee, Lance Allen

ABSENT: Jim Rutherford, vice chair;

FOR SESSION APPROVAL: none

CALL TO ORDER:

- The meeting was called to order by Dick Williams, George Upton was appointed chairman pro-tem for this meeting and Vanessa Combs opened with prayer at 7:00 PM in the Conference Room

MINUTES: • The minutes for the March 7, 2011 meeting were approved.

FINANCIAL/BUSINESS REPORT:

Dick: April 2011 YTD

Income - \$142,468.88 Expenses - \$157,22.44 Difference \$(14,755.56)

FACILITY UPKEEP:

- There will be a meeting in regard to increasing the water rates on June 6th.
- Waste Management has informed us that there will be a increased charge of \$2.75 for each pick-up, because the driver has to get out of his truck to pick up our trash.
- On April 20th there was a hearing at city hall in regard to a liquor license for beer & wine to be served at 515 N. Main Street.

PASTOR'S REPORT:

APRIL:

- A suggestion that we apply for the GA Mission Council Grant - Vanessa checked into this the most we could receive is \$1,000. There are so many requests for this money we probably would not have much of a chance of receiving it.
- Suggest we removed Evelina Nunn Miller's paintings from Calvin Lounge and hang them in the Sanctuary. MSA to do this, and also take a inventory of the paintings and where they are hung.
- Reviewed a color board for Calvin Lounge for new paint and carpet, and for a small sound system for the room. The colors are too dark for a room with no outside lighting. Tabled these items until June meeting.
- Bobbie will look into better lighting in the chancel area.
- Placing plants up on the soffit was suggested, the committee agreed that we could only use fake plants, as watering plants in that area would be difficult and could cause water damage in the future.
- The old banners made by the Pres. Women were located and given to Linda Becker. They were not in very good shape.

MAY:

- A retractable screen & projection system and fixed video camera for the sanctuary - the committee felt that we are not financially able to proceed with this project at the present time.
- Sanctuary Thermostat - Vanessa will look into having a sensor connected to the thermostats to record the temperature in the Sanctuary to help with the regulating of temperature.
- Signs for the parking structure warning of the risk of dents and scratches of vehicles because of the small, confined area. Vanessa will look into a sign warning that you enter at your own risk...
- Voted to remove the children's table from the Gallery as the children take their cookies to the Creativity Center.
- To be better stewards we are reminded to turn off lights in rooms not in use.

ADMINISTRATORS REPORT:

- Tower Seekers - Vanessa will check into this more and we will consider the possibility of putting a cell phone tower on our roof, it would be managed by Tower Seekers and we would receive a fee for leasing our space.
- Annual elevator was checked by state and cleared.
- Vanessa will look into having the rug in the center aisle in the Sanctuary restretched.
- We declined the request from Waffle House to pay them \$200 a month to park in their lot.
- Stained glass windows - are they protected?
- Fire door between Underground and elevator needs repair.
- Green box for sprinkler system needs repair.

OLD BUSINESS:

- **Community Management District** - Bobbie reported that the committee is considering a lawsuit against the city. They are looking at two different law firms. Letters will be sent to the State Attorney General and to the new Grand Jury in Santa Ana. This whole tax business is illegal. There will be a fund raiser to pay for attorney's fees.
- Dick Williams will be on vacation starting May 9 - 20.

The meeting was closed in prayer by Alice Stauffer.

Session Meeting - MAY 15 @ 11:30 in Calvin Lounge

Next Administration meeting - JUNE 6, 7:00 PM

Scribe: Alice Stauffer