**Keller United Methodist Church**

**Trustees Meeting**

**January 21, 2020**

**5:00 - 6:30 P.M.**

Minutes

5:03 Convene and Opening Prayer

Attendees: Lou Tiner, Jason Valendy, Becky Parks, David Gerin, Tom Belter, Brady Sterchi, Paul Anderson, Earl Teague, Bob Whetson,

Election of Trustee Chair: Lou Tiner nominated by Becky Parks, seconded by Tom Belter.  Vote in favor: unanimous.

* Review and Approve December Meeting Minutes  Passed unanimously.
* Tree and Shrub Replacement Project Status (Belter)  Completed except for front lawn between bushes and sidewalk.  Final cost under $6,000 ($5,740) budget.  Additional sprinkler cost of $1,500 to repair all non-working sprinklers.  Cost for remainder for sprinkler repair $1,310.
* Resource Center Vehicle (Picus) Tiner discussed, Picus out due to flu
* Review of 2019 Top Five Priority Items

1. Double Check Valve (Tiner) ETC: 1/23/2020

2. Cross Wall (Teague) Kudos: Completed under budget, & schedule

3. Drainage (Tiner) Choir wall drainage complete

4. FLC Foundation (Tiner) No change

5. FLC HVAC (Tiner) No change

* Review of Walk Around and 2020 Trustee Priorities (Tiner)

(handout) action to each member to score listed items (ETC: 1 Feb)

* Discussion about full Trustee involvement and work division (Tiner)

(handout) all suggested roles volunteered for and additional folks offering support as needed (Thank you!)

* Security Access Codes (Tiner) Plan explained, ETC: unknown
* Budget Items to bring forward to Finance Committee

Sprinkler costs ($1,300)

* Mickey discussed security plans and Grand Prairie training (Verizon Theater 10:30 02/01/2020

Pastor Jason relayed concerns about security issues expressed by members

Mickey answered those questions

Adjourn 6:26 PM

* + - Next Meeting January 25, 2020 following Leadership Training
    - Next Monthly Meeting February 18, 2020

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Proposed 2020 Trustee Work Division

**Chair: (Lou)**

Coordinating and directing meetings and all activities of each area, interfaces with Staff, focal point for Trustees, authorization point for all Trustee responsibilities (capital assets, insurance, etc), ensures resources and enables support for all Trustees in every activity.  City interface for any Trustee requirement.

**Secretary (Mickey)**

Responsible for minutes at each meeting (distribution, correction, etc) and meeting notices.  Policies and procedures documents’ upkeep and generation (if necessary).  Coordinates ongoing storage and protection of KUMC as-builts and other facilities’ documents.

**Projects Lead (Tom)**

Coordinating projects and project leaders, leads the discussion of Top Five at Trustee Committee meetings

Project Leaders  (all)

For each Project identified by Trustees

**Grounds Lead (Paul)**

Leads Trustees involvement in Grounds activities and Grounds Ministry.  Responsible for the management and upkeep of the grounds equipment, and overall condition of the outbuildings.

**Finance Liaison (Becky and Lou to continue)**

Trustee items to Finance Committee for approval, attends Finance Committee meeting monthly.  Leads the efforts to track Facilities budget through the year and 2021 budget preparation

**Resource Center and Scout Interface (Bryce)**

Trustee focal point for interface to the Resource Center and its needs

Trustee focal point for interface to the Scout organizations and their needs

**Ministries interface (Bob)**

Trustee Focal Point for ministries, especially music and children’s ministries and Building Blocks and their needs.

**Planning (Bob)**

Short and long-term strategic planning for budgets, projects, and requirements.  This may also become the purview of contracts coordination for the Trustees.

**Facilities interface (Lou)**

* Earl communicated his desire to support wherever he is needed.  Kathy (not present), will, I’m sure want to have a role…Kathy, please take a look and let me know where you’d like to ‘fit’...