

Trustees Report to Church Council

April 23, 2017

Since January meeting have had had some ups and downs regarding our facility and management of it. The main bad news is we have had two Facility Administrators quit abruptly. This has put a big burden on staff and Trustees. Good news was that Adam Matustik has done a good job filling in as interim administrator, and we are hoping he can continue until we find a permanent solution. Other good news is that we have had three of our Trustees (Wally Vog, Josh Torres, and Jeramy Heintz) pick up the much of the work in dealing with contractors and contracts.

It has been a very busy few months. Following is list of accomplishments:

- **Facility Administrator** – wrote detailed job description, worked on search committee.
- **Fire alarm** – As we indicated in Cornerstone article – the expense will not be as large as once feared as we are deferring work on Fellowship Hall/Office Bldg. and we will not have to change the Children’s Bldg. We held a competition and found a clear winner in all respects. That job is currently in work and should be completed sometime in May.
- **HVAC** – We have repaired units in Children’s and Adult Ed Bldgs. We started using a small company highly recommended by Manchaca UMC, and thus far we are very pleased with their work and price.
- **Electrical, plumbing** – We are also using new companies for a variety of electrical and plumbing work, and we are pleased with their work and prices.
- **Sewer odor in restrooms** – This has been an ongoing problem. We have recently improved the ventilation apparatus, and are now adding water to floor drains on weekly basis.
- **Mission Trailer** – Using some dedicated funds, we were able to purchase a new trailer at a good price, and it has already been used on mission construction projects. Volunteers have outfitted the inside for tool storage. Next will be to sell the old trailer and have signage added to the new one.
- **Storage** – Claudette Musgrave has done a great job in cleaning out many of our storage areas. Last week she had to resign from the Board for health reasons, and we will surely miss her. If you have any ideas for a replacement for last year and half of her term, please contact Pastor Jim.
- **Painting of front of Fellowship Hall** – This was professionally done and paid for by generous donors.
- **Red Cross Shelter Agreement** – We have executed that agreement, trained 30+ shelter volunteers, and received and stored bedding and other items provided by RC.

- **Irrigation** – We have had multiple problems with our irrigation system, including high water consumption. Two years ago we paid \$5500 for repairs. Fortunately, Ernie Rebeck has come to the rescue and volunteered take care of it at cost of materials only. He has formed a 3-person team that has spent many days mapping and testing all the control boxes, valves, and heads. They will be recommending that we deactivate the circuits in outlying areas (about 2/3 of total) and adding rain a delay mechanism. This is going to save us lots of money and will make us better stewards of water resources. Ernie and crew's work are saving us thousands of dollars in repairs and future water bills, plus we will have a good map and description of all systems for future use. Ernie expects to have all accomplished by the end of May. We currently have the system turned off, will have to have it professionally inspected, then get certificate from COA to activate.
- **Exterior grounds** – Other than mowing the grass, our exterior grounds have been neglected for some time. With the help of some new power tools and lots of volunteer hours, we have accomplished much, including:
 - Trimming trees and clearing underbrush, including the “jungle” behind the Adult Ed Bldg
 - Pot hole repairs on driveway
 - Opening up the overflow parking in back
 - Work around Fellowship Hall – dweeding, mulching, flowers
 - Labyrinth – this was a huge project including hauling off about 7 large trailer loads of debris. We still have some work we want to do out there on the stones, and there will need to be periodic weed treatment, but it is in good shape for now.
 - Iris bed in circle turnaround – Karan and David Stripling built and have been maintaining iris boxes, but for health reasons they are unable to continue maintenance of these. If anyone would like to take up that responsibility for an extended period, that would be welcome, but otherwise, the boxes will be disassembled.
 - Painting of parking bumpers by Scouts
 - Parking lot repainting – This was done at reasonable cost by contractor, and we have added two more handicap parking places
 - There is still more we want to do – like more tree trimming, brush cutting near children's playground, weed treatment, and power washing mold on some of buildings. In back areas, we have two big projects – road improvement and parking areas for our trailers (to free up parking spots), and to remove the huge amounts of tree and brush cuttings dumped there.
 - Landscaping contract – we are in the process of renegotiating the contract with our lawn mowing service, and we intend to get a better value for our money.