



## Administrative Team Meeting Minutes

Monday, February 7, 2022

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		Members
Present		Absent
Jeff Frank, <i>Deacon</i>	Cindy Wade	John Bailey, <i>Elder</i>
Shawn Hubbard	Will Wade, <b>Chair</b>	Marty Fox
Amy Radabaugh	Dave Walton, <i>Elder</i>	
Rick Todd		

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1. Rescheduled to February 7<sup>th</sup> due to conflicts.
2. Note from John Bailey indicating he and Sharon were very appreciate for the Severance Check.
3. Amy reviewed the budget – nothing special. Is showing over on the payroll due to the severance. Checking account – almost \$120,000.
4. Parking Lot – Topco – new bid - \$93,500, would be locked in. Date would be around June, payment due 20 days after completion. Discussion. All in favor.
5. Congregation Beautification – Cindy Wade advised that there was a discussion with Pauline about the Edward Jones account and wants it to be used for the Men’s Bathroom to make it handicap assessable. Not to be used for an unisex handicap. Contacted George and Elizabeth Blanche to review both the sanctuary and the bathroom estimates. Rick Todd had a discussion with George also.
6. Audio system update – no update. Hopefully some progress by the Congregational Meeting.
7. Safe Routes – Dave reported that school only wanted a permanent easement and it was agreed that that is not what we would be interested in. No longer interested.
8. Parking Lights – Done
9. Amy – updated that she has moved the 2021 records to the file cabinet in the Maintenance Room. She mentioned there is a lot a stuff in that cabinet. Will said he would look at it.
10. Congregation Meeting discussions
  - Elders – By-Laws - Dave
  - Minister Search – Shawn
  - Worship Team
  - Crosswalk – Rick
  - Maintenance Parking Lot – Will
  - Deacons – need for someone that has their heart set on building maintenance. (Jeff mentioned that Linda noticed a new water mark at the ceiling and there are other issues i.e. door by future video booth needing new possible weather stripping, broken widow, filter changed – Will will reach out to Marty to check on).
11. Piano – gone. Now looking to get rid of big wardrobe cabinet.

12.Shawn talked with Pauline Borgman about the weekly bulletin. She is still willing to continue, but does need someone to take over in the future. This will take some encouragement.

13.OLD BUSINESS:

- Parking Lot repair
- Sound and Video Update
- Sanctuary Beautification

Meeting Adjured 7:41 per Zoom teleconference

14.Calendar:

- Feb 22 – Annual Breakfast
- Feb 27 – Congregational Meeting
- Mar 06 – Rice Packing
- Mar 14 – Administrative Meeting
- Apr 11 – Administrative Meeting

Cindy Wade, Secretary

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