

Date: May 5, 2009 **Time:** 7 PM to 8:30 PM

Attendees: Bobbie Mahler (Chair), Michael Barrett (treasurer), Bill Cummings, Rev. Bill Meyer, BJ Howard, Nancy Mastromarino (Lay Leader), Sally and Bob Sutton and Christine Merckens

Absent: Ernie Merckens, Linda Petersen

Topic	Discussion	Action
	Bobbie Mahler opened the meeting in prayer.	
Secretary Report	Minutes from the March 12, 2009 meeting were reviewed and amended to reflect as followed Energy audit, estimated cost to insulate walls is \$600.	Approved as amended
Treasurer's Report	Check book available balance is \$4832.76 as reflected on 4/3/09 Skowhegan savings bank statement.	

Topic	Discussion	Action
Endowment Committee	<p>BJ reports that the telephone Spider for the Endowment committee to use for conference calls has been purchased by Kevin Wellenius for the cost of \$190.00. BJ will have the phone number needed to call in during a meeting. This will allow for members of the Endowment committee to attend meetings from their homes. Will look into having other committees use the spider for members who want to attend meeting from a far.</p> <p>CD's held at Skowhegan Savings Bank have been rolled into 2 CD's they will mature on Aug 25th 2009 and September 3rd 2009 at which time we will combine the 2 CD's and join the United Methodist Foundation. The Endowment committee will meet to decide how the funds will be managed.</p> <p>The Endowment Committee is scheduled to have their first meeting and BJ will report back at the next Trustee meeting. Key's to the safety deposit box are held by Bob Sutton and Bobbie Mahler.</p> <p>BJ recommends that all Trustees's become familiar with the endowment documents.</p>	<p>BJ will get number needed to have the conference calls.</p> <p>BJ will have Kate Garofalo forward a copy of the Endowment Committees meeting minutes to Bobbie Mahler.</p>
Energy Audit	<p>Bobbie feels that the Energy Audit was worth the investment and we should continue to explore and follow the recommendations. Bill Cummings and Ernie Merckens still need to meet to review the space between the narthex and sanctuary to see if we are able to do or if we need to hire a contractor. The Attic insulation should be completed before the fall; this is an area where we are losing heat.</p>	<p>Ernie Merckens and Bill Cummings to look at space between narthex and sanctuary and report back to the next meeting.</p>

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Parsonage Update	<p>Approval for Bill to purchase a new stove and microwave stove hood was given via email.</p> <p>Motion was made for the Trustees chair to authorize expenditures in case of emergency at the church and parsonage up to \$500.</p> <p>Sump pump is working and no plumber is needed at this time.</p>	<p>Bill Meyer to purchase microwave/stove hood. He has purchased a new stove.</p> <p>Michael Barrett will draft a policy on Emergency expenditures for next meeting.</p>
Plowing/shoveling	<p>Question asked if Ryan Kenny was needed this year for shoveling; if Ryan did shovel he will need to be paid.</p> <p>Bobbie needs a volunteer to contact Mark Day to see if he will be willing to plow the parsonage and church parking lot.</p> <p>Pastor Bill talked about hanging a flyer in local business advertising for someone to shovel. Michael agreed to hang the posters as we move closer to fall.</p>	<p>Christine Merckens to check with Ernie Merckens to see if Ryan needs to be reimbursed.</p> <p>Michael Barrett agreed to contact Mark.</p>
Fuel for Winter 2009/2010	<p>Lock in price is now \$2.29 which reflects an increase of \$0.10 since our last meeting. To keep our current service contract we will need to remain on automatic delivery. It would be helpful if we had an idea of how much fuel we used in the church and in the parsonage. This information would be helpful and give us a better idea of how much fuel we would need to prepay.</p> <p>Motion by Bobbie Mahler was made for Michael Barrett to lock in fuel price with Fabian Oil at current rate of 75% of what fuel we used last year.</p> <p>Michael to follow up with Bob Sutton on availability of funds to purchase fuel.</p>	<p>Fuel Plan will be presented at the May 20, 2009 Administrative council meeting.</p>

Topic	Discussion	Action
Equipment Inventory	<p>Each Committee chair needs to inventory all equipment. Inventory needs to include: where the equipment is stored and the equipments value. To date Bobbie has not received an inventory list from the committee chairs.</p> <p>Meeting adjourned at 8:30 with Bobbie ending the meeting in Prayer. Next meeting is July 7, 2009</p> <p>Minutes respectfully submitted by Christine Merckens</p>	<p>Bobbie to bring to the next Administrative council meeting on May 20, 2009.</p>