

Ascension Lutheran Church – Council Meeting Minutes

Littleton, Colorado

Tuesday, May 12, 2020

Virtual Meeting via Email

In attendance:

Council Members: Linda Achziger, Collin Brinkman, Allen Brookshire, Connie Fringer, Norm Fringer, Sherry Hitztaler, Roger Koester, Pastor John Larson, Don Loptien, Dennis Lord, Joyce Lord, Tim McClaren, Arvin Michel, Carol Stamp, Brian Wilson, Marion Wilson.

Call to Order: In light of the continued unprecedented circumstances with the Coronavirus (COVID-19) pandemic, the governmental requirement for social distancing, and “stay at home” orders to prevent the spread of the virus, a special virtual Council meeting was called in the following manner. At 11:15 a.m. on Tuesday, May 12, 2020 President Arvin Michel sent an email to Council members opening the meeting.

New Business

Nursery Room Repairs – Roger Koester, Board of Trustees.

The information supplied by Roger Koester (via Arvin Michel) to all Council members is as follows:

- *On April 3, 2020 the water coil in the Nursery Room Univent radiator sprung a leak which was the result of a hard freeze the night before. Church Mutual Insurance was contacted and their claims adjuster came on April 8, 2020 to inspect the site. Church Mutual has appraised the damages at \$5,565.90, exclusive of the work to repair or replace the Univent radiator which sprung the leak and did all the damage. We have requested consideration for the Univent because the coil froze during a cold snap when the boiler had to be shut down to repair the controls on the main air handlers. To date, Church Mutual has issued a check for \$3,065.90 which is the appraised damages minus the policy deductible of \$2,500. After reviewing the cost to repair or replace the Univent radiator, the Trustees propose discarding the Univent and replacing the existing Mitsubishi AC unit with a Mitsubishi AC/Heat Pump Unit as being more cost effective. The estimated costs for the exterior work is \$4,200 and the interior work is \$6,200 for \$10,400 based on bids we have received for all of the major items. Including a 10% allowance this amount comes to \$11,400.*
- Motion is made by Roger Koester to authorize the Board of Trustees to proceed with the work to repair the Nursery Room damages due to water leakage and replace the heating unit in the Nursery Room for an amount not to exceed \$11,400. Linda Achziger seconded the motion.
- Question was raised as to where would the funds come from to pay for the expenses? Roger Koester answered, “I would recommend charging it to Dedicated Funds 3-44 Future Capital Needs. Another option would be to charge it to trustees 3-22 Capital Expenditures, but it only has an annual budget of \$8,000 and most of that has been spent already.
- With no further discussion, the vote revealed that the motion **passed unanimously**.

Youth Room Air Conditioning (AC) Unit Installation– Roger Koester, Board of Trustees.

The information supplied by Roger Koester (via Arvin Michel) to all Council members is as follows:

- *Since Ascension has chosen to remove the existing Mitsubishi AC unit in the Nursery Room and replace it with an AC/Heat Pump unit, Ascension now has a relatively new AC unit that could be put to good use in another location. The Trustees propose installing this unit at the west end of the building in the Youth Room. The work would include installing electrical service and new tubing. An AC unit is part of*

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the West Wing remodel plans and is in the contractor's bid. The work item would be removed from the contractor's proposed work for the West Wing.

- Motion is made by Roger Koester to authorize the Board of Trustees to install the existing Mitsubishi AC unit in the Youth Room for an amount not to exceed \$3,000. Linda Achziger seconded the motion.
- As with the Nursery Room repair discussed previously, the same question was raised with the same response on how to pay for this installation (i.e. Dedicated Funds 3-44 Future Capital Needs and/or Fund 3-22 Capital Expenditures.
- With no further discussion, the vote revealed that the motion **passed unanimously**.

Virtual Voter's Assembly Meeting Ballots – President Arvin Michel.

Arvin Michel has retained the mail-in ballots from the recent virtual Voters' Meeting which ended on Monday, April 20, 2020 at 5:00 p.m. The ballots were counted on Tuesday, April 21, 2020. As these ballots have voting members' signatures on them, they should be handled and disposed of accordingly. The Voter's Assembly motion requiring these ballots nearly passed unanimously. As more than one person has reviewed and confirmed the ballots, there is no need to retain them for verification of voting results.

- Arvin asks for Council's concurrence to shred these ballots.
- With no further discussion, the Council **unanimously granted approval** to destroy the ballots.

Adjournment

At 9:38 AM on Wednesday, May 13th, President Arvin Michel declared by e-mail, that having transacted all the business at hand, the virtual meeting was adjourned.

---Respectfully Submitted by Tim McClaren, Secretary
Virtual Voter's Assembly Meeting Ballots - the Virtual Voter's Meeting ended on Monday, April 20, at 5:00 p.m. They were counted on Tuesday, April 21, 2020.