

SCC MEETING MINUTES

June 14, 2017

Attending: Heather McEntee, Ken Miller, Harry Davis , John Fowler, Steve Lantz, Doug Wilbourne, Tommy Drew, Ron Dyer, Ellen Keeter, Oral Lambert, Richard Harris, John Richardson, and Terry Jenkins

Guests: Nancy Clark and Brenda Stahl

Following the welcoming of committee members and opening prayer offered by Terry, the following agenda items were facilitated:

- Upon motion by Oral which was seconded by Ellen, the May minutes were approved
- Three subcommittee reports were provided by Nancy Clark (kitchen layout), Brenda Stahl(storage), and Steve Lantz (interim operations during construction:

Nancy Clark:

Nancy reviewed a detailed layout including location of appliances, work spaces, storage and proposed finishes which would roughly consume 1296 sq ft. She also discussed type and size of recommended appliances which would be needed including freezer space for outreach ministries. When we are ready to work on detailed plans with our architect, Nancy and her committee will provide these recommendations to him.

Brenda Stahl:

Brenda discussed the committee's efforts to identify storage needs with particular attention to storage required on the first floor. Using a spreadsheet which highlighted an inventory of items to be stored, the committee suggested several concepts for consideration. First storage in the rear of the multipurpose room could be designed to contain a "loft" which would allow twice as much capacity. Secondly, the committee suggested that the functions of the parlor and chapel could be combined with the expansion of the chapel. This would free up additional storage space for items needing to be closest to the sanctuary. Thirdly, the committee suggested that additional thought be given to the corridor outside of the chapel as a site for potential storage.

Steve Lantz:

Steve reviewed issues discussed by the interim operations committee including:

1. The order of construction: all at once to shorten the length of construction or in phases to minimize disruption associated with loss of space?
2. We are hoping that we will not need to dismantle the organ and store during construction but the issue is not resolved.
3. We will need to consider renting storage units during construction.
4. We will also need to consider parking implications given the loss of parking spaces associated with construction equipment and materials kept near the building.
5. The key is flexibility on the part of the congregation and staff so that we minimize disruption of ministry and contain cost associated with rental space as much as possible. Janice is providing a spreadsheet of current scheduling of activities so that the subcommittee can better determine space allocation. Jeff Andrews noted that we need to remember the safe sanctuary policy requirements as space allocation and ministry scheduling are analyzed.

Terry thanked the committee chairs and asked that they convey to their committee members how much we appreciated their analyses. As we approach the time to work with the architect on detailed drawings, the committees will again be asked to provide consultation to the SCC.

- Doug Wilbourne and Ellen Keeter discussed financing options. Potentially we may need to borrow \$1m. Ellen noted that interest rates will likely slowly increase over coming months and described several scenarios given current rates of 4.25%. A five year loan would require annual payment of \$225,000; a seven year loan annual payment would be \$165,000; and a ten year loan would require an annual payment of \$123,000. Following discussion, it was agreed that that Ron Dyer would work on a cash flow analysis with members of the Finance Committee.
- Following discussion of our next steps, it was agreed that Terry would discuss the need to hold a church conference in late July/early August with our new Senior Pastor, Mark Miller. The consensus of the committee was that before pursuing additional drawings from our architect, it was important to affirm that the congregation will in fact support the financing plan. Although we are hopeful that Ron's cash analysis may indicate the need for a much smaller size loan, it is necessary to assure the congregation's support before incurring more architectural fees. Terry will discuss this with Mark as soon as she can meet with him probably in early July.

With the conclusion of the agenda and no additional items of discussion identified, the meeting was adjourned after Oral closed with prayer.