

# Charter Oak Church

## Church Council Minutes

November 16, 2023 – Council Meeting

**Council Members:** Nathan Anderson, Cindy Carasia, Erin Irons, Christina McCaffrey, Adam Pardee, Brian Quinn, Garth Shaner, Autumn Vinopal, Nick Watson, Chris Whitehead, Jason Halfhill (Ex-Officio), Ty Holler (Ex-Officio)

**Absent:** None

**Guest Attendance:** None

**Prayer:** Nathan Anderson

### Review the October 2023 Meeting Minutes

- **MOTION** by Cindy Carasia to accept the October Council Meeting Minutes.
  - Motion 2<sup>nd</sup> by Erin Irons.
  - Motion ACCEPTED.

### Old Business

- Capital Improvements (Jason Halfhill)
  - See the attached document titled **Frye Farm HVAC Equipment List Report 11-16-23**.
  - Discussion ensued on the Frye Farm Campus HVAC Scores and a potential five-year replacement plan to replace each unit.
- Crossroads Building Project (Jason Halfhill)
  - The Crossroad's building team has met with Morton. The full project cost breakdown will be available at the December Church Council meeting.
- Search Firm for Hiring Campus Pastor (Chris Whitehead)
  - **MOTION** by Chris Whitehead to contract with Slingshot as the search firm in the Campus Pastor Search, with funding up to \$23,500.
    - Motion 2<sup>nd</sup> by Garth Shaner.
    - Motion ACCEPTED (9-1).
- Capital Campaign (Chris Whitehead)
  - Discussion ensued on the proposed framework of the church wide capital campaign.
  - An official Charge Conference request will need to be voted on and submitted to the Global Methodist Church Presiding Elder prior to an official launch of a capital campaign.

### Finance Report: Christina McCaffrey

- See the attached document titled **Treasurer Report 11-16-23**.

### Comments from Visitors

- None.

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### New Business

- New Church Council Member Recommendations and Process
  - The following individuals have been recommended by the Church Council sub-team to join Church Council in 2024: Kris Hobough, Jordan Morran, Amanda Polinsky, and Larry Rybacki.
  - The recommendation will be communicated publicly at all campuses on December 3<sup>rd</sup> with the vote being held at the December 21<sup>st</sup> Church Council meeting.

### Executive Session

- Church Council went into Executive Session.

### Next Church Council Meeting

- December 21, 2023 (Frye Farm Campus)
  - Start Time 7:00 PM

Respectfully Submitted,  
Ty Holler  
November 16, 2023

**HVAC System - Frye Farm**

Updated: 11/7/23

<u>Equipment</u>	<u>Cost to replace estimate</u>	<u>Tonnage</u>	<u>Unit Condition 1-10</u>	<u>Heating/Cooling Zone</u>	<u>Replacement Plan Timeline</u>						
					<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
Rooftop Unit S6	\$ 7,000	4-ton	6	Chapel							
Rooftop Unit S2	\$ 14,000	10-ton	6	FF Offices							
Rooftop Unit S5	\$ 14,000	10-ton	6	CCA/Nursery/Choir							
Rooftop Unit S4	\$ 24,500	17.5-ton	6	Connect/Common							
Rooftop Unit S3	\$ 28,000	20-ton	6	All Hallways up/down							
Back of building S1	\$ 35,500	27.5-ton	6	Worship Center							
Make-up Air Unit S7	\$ 7,000		5	Kitchen							
Split System Cooling S7	\$ 6,000	3-ton	7	Kitchen							
Split System Cooling S7	\$ 6,000	3-ton	7	Kitchen							
Split System Cooling S7	\$ 7,500	7.5-ton	7	113/115							
5 - 20 Ton Convertible Air Handler	\$ 8,000	7.5-ton	7	CS Offices							
5 - 20 Ton Convertible Air Handler	\$ 8,000	7.5-ton	7	226/Student Center							
Heat Recovery Unit	\$ 7,000		6	Supplemental Unit							
Unit Heater	\$ 3,500		6	Supplemental Unit							
Unit Heater	\$ 3,500		6	Supplemental Unit							
Control panel replacement	\$ 30,000										
<b>Equipment Replacement Total</b>	<b>\$ 209,500</b>										

**Notes:**

\*We are still working on an estimate for installation costs

\*Condition scale is 1 (poor) to 10 (best)

