

Webster Presbyterian Church B&G Report

December 13, 2011

Motions for Session Meeting:

1. None

Items for Session Minutes:

Admin Wing Roof Leak Near Glenn's Office – B&G contacted Carlson Roofing to assess the leak just outside Glenn's office door. The cause of the leak is old, rusted drain equipment that was not replaced with the original roof. The faulty piece was not visible without tearing into the ceiling, and at the time the new roof was installed B&G chose not to rip out all interior ceilings to determine what might fail. The cost of the repair should not exceed \$1,000.

Trash Dumpster Gate Repair – B&G would like to thank long-time WPC and former B&G member David Cook for taking the initiative and repairing the gate. His workmanship is exemplary, and his work avoided the need to repair the entire structure. **Please thank David Cook!**

B&G Thanks to Ken Thompson – B&G would like to recognize Ken Thompson's tireless and dedicated work in maintaining our facilities. Ken almost single-handedly repaired the Fellowship Hall prior to a wedding a few months ago, including replacement of the ceiling lights. He continually spots work that needs to be done and takes the responsibility off the B&G committee leaderships' shoulders. Without him, your facilities or your budget would be in very poor shape. **Please thank Ken Thompson!**

Cleaning Contract Change – B&G terminated the long-standing cleaning contract with AJS and hired a new company. Feedback suggests some minor changes to the agreement will be needed. Since B&G anticipated this and included provisions for changes and potential for the need to cancel the contract should the new company not prove satisfactory, the changes will have little or no effect.

B&G Contract Reviews – B&G intends to review and potentially change contract relationships for both the lawn care and air conditioning maintenance. Neither contract has been changed in a decade or more, and B&G wishes to take bids to determine whether the existing contracts are still competitive. No action is imminent.

B&G Contract Review Policy – B&G wishes to clarify that terms of any contracts managed by the committee will be offered for comments *by affected persons or committees* any time they are renewed or changed, but not everyone's inputs will be solicited at all times. B&G will use reasonable assessment of impact to determine who should have input, including financial and other Session-related possibilities. This means Session will be advised of possible changes in advance as part of regular reports and communications and that B&G will take under advisement feedback received during that process. However, please respectfully be advised that B&G will not solicit inputs from everyone. To a large extent, B&G asks that you trust us to serve members and staff and to serve your needs. B&G seeks to strike a balance between communication and efficient management of the review process, and most certainly should and will seek the input of those affected directly by the service. We also include in all contracts the provisions to change the scope

of work should something be found missing or terminate the contract if the service does not meet the committee's standards during a trial period.

B&G respectfully requests that any changes to terms of service for any contracts managed by the committee go through B&G to the provider of the contract to avoid confusion and unauthorized expenses. If a change to the scope of a contract is necessary, B&G will pursue documenting the agreement and, when necessary, renegotiation of the pricing. B&G serves the church, but also needs the authority to act on behalf of the church without others changing the terms outside B&G's purview. Your cooperation and patience is appreciated in advance.

Anyone that desires to have a greater say in the contracts managed by B&G may do so by attending the B&G committee meetings and providing direct support to the committee. B&G welcomes and encourages that support.