

**Minutes of the Congregational Meeting**  
**June 27, 2020**  
**(Meeting held via Zoom video/audio and dial-in calls)**

**Voting Members Present: 75**

**Council Members Present**

President Beth Sekera, Treasurer Jim Hall, Sandy Becker, Phil Hartweg, Mark Pedersen, Debbie Rohla, Deb Twaddle, Pr. Shelly Satran, Pr. Joe Yucha

**Excused**

Secretary Chris Bettin, Tammy Daugherty, Rachel and Chris Sorce

**Call to Order**

- The meeting was called to order by President Beth Sekera at 1:10 p.m.

**Presentation of the Agenda**

- President Sekera presented the agenda.
- **MOTION** (Debbie Rohla/Sandy Becker): To adopt the agenda. (Carried)

**Introductory Remarks**

- President Sekera stated that the meeting was being video- and audio-recorded. The recordings would be available to church members for 24 hours. In addition, she gave detailed information on how the meeting would proceed and a brief explanation of how to vote online or in person at the church via drive-through voting.

**Opening Prayer**

- Pastor Shelly Satran

**Life Safety and Building Maintenance Projects**

- Gregg Bresnahan presented on the Life Safety project, beginning with a brief history. According to the state fire marshal, in 2018 churches were no longer exempt from certain Life Safety Codes they previously had been exempt from; in other words, the life safety changes to the church building are being driven by updated codes. Gregg reminded members of the amount of usage the building has each weekday and that the building is aging.
- In addition to Gregg, church members who have been working on this project include Ron Guastaferrri and Council members Phil Hartweg and Mark Pedersen.

**Fire Remediation Work**

- For the church to be up to code, partitioning off the building to prevent the spread of fire while at the same time providing safe escape routes in the event of a fire needs to be addressed. A brief description of the planned work was presented:
  - Doors would be added; some doors would need to be closed off and other doors upgraded to be fire-rated.
  - The doors would be tied into the fire alarm system.
  - Some doors would have hold-opens which the fire alarm would trigger to close automatically.
  - One sprinkler head would be moved and another added.
  - Lower-level classrooms would be better cordoned off to add a layer of security.

### **Restroom Renovations**

- Gregg stated that the required construction for fire remediation work provides an opportunity to make much-needed improvements to the main-level restrooms in the ESSE corridor. A brief description of the work was presented:
  - ADA compliant
  - Completely remodeled including improved traffic flow
  - New plumbing
  - Some new fixtures and lighting; new exhaust system
  - New tile on walls and floor
  - New ceilings

### **Funding**

- President Sekera gave a cost breakdown for Faith, ESSE, and Rainbow Place.
  - How Faith would pay for the Life Safety project and restroom renovations:
    - Capital Maintenance Fund 44.3% (\$40,000)
    - Building Fund 4.6% (\$4,000)
    - Endowment Fund 16.6% (\$15,000)
    - Borrow from other internal funds 34.5% (\$31,000 to \$41,000); future fundraising efforts would be undertaken to pay back this internal loan.

### **Questions and Answers**

Following the presentations by Gregg and President Sekera, a robust question and answer session took place concerning the proposed projects.

#### ***Why are we doing the Life Safety project?***

- Faith is working on specific solutions to bring our facility into compliance with the current fire code. We have been directed to make these changes by the Office of the State Fire Marshal and the Village of Glen Ellyn.
- These changes are primarily concerned with means of egress (direction of

leaving a place) for ESSE (senior adult day care program) on the main level and Rainbow Place Preschool on the lower level, their fire separation from the rest of the building, and the fire separation of the middle stairwell.

- These improvements would provide safety to all of the ministries that use the church building day and night on a daily basis.

***When will the project be undertaken?***

- Once the contracts are signed with the contractors the life safety work would be performed in late August or early September. The main-level restroom work would be performed over the summer.

***How are Rainbow Place security issues being addressed under this project?***

- The new hallway fire door to be installed would be secure, so people could no longer directly access Rainbow Place from the direction of Luther Hall without being granted access by Rainbow staff.

***Do we need to have more doors?***

- A good portion of this work is about doors! Old doors that were not fire-rated would be replaced. Additional doors would be added in several areas and some doors would be closed off to create a fire-stop.

***How will we pay for this?***

- Full details were provided above, but the costs would be equitably divided between Faith Church, ESSE, and Rainbow Place. The Life Safety project would be divided three ways; the main level bathroom costs between Faith and ESSE; and the lower level bathroom costs between Faith and Rainbow. Faith Church's portion would be paid through capital funds, an endowment grant, and other reserves as previously explained.

***Has asbestos abatement been considered for the project?***

- Yes, asbestos abatement has been considered. Asbestos was already removed from room 106 in advance of the construction work.

***What is our record of paying back funds that have been borrowed internally?***

- Treasurer Jim Hall responded that we don't have a long history of doing that unless we have a deficit for a short period and we borrow internally then. We have retained earnings of about \$66,000 from year-end revenue over expenses.

***Will this deplete our reserve funds?***

- Jim responded that the work would not deplete the reserve funds. Currently there is \$80,000 in Capital Maintenance fund. The proposed work would only use half—\$40,000—so the fund would not be depleted.

***Will we get copies of the slides and video?***

- Yes, they will be emailed to everyone after the meeting.

***Regarding the middle stairway, how will people with ambulatory issues be supported, especially if there is a fire near the furnace room?***

- There is a ramp to the west of the building and the elevator for their use as well.
- The current furnace room door would be closed off with access to the furnace relocated in Luther Hall.

***What contractors are being used?***

- The Life Safety project would be undertaken by RB Construction which specializes in this type of work for schools and churches. Ron and Phil took a tour in Villa Park to see an example of work done by this company.
- The bathrooms would be upgraded by JMP Structure Remodeling, which was recommended by church members.

***Has Faith received sufficient assurance from authorities that the Life Safety Codes will not change in the future?***

- No, things are always evolving. The fire marshal is always learning and improving codes, therefore they cannot assure us that things will not change again in the future.

***Have we discussed redoing the lower-level bathrooms?***

- Some talk has occurred. The lower-level bathrooms are in better shape than the main-level bathrooms. Some ceiling work and asbestos removal has already taken place on the lower level.

***Are there any other capital maintenance projects on a to-do list that have been pushed down the list because of this?***

- No, this has been a capital maintenance priority for two years.

***Are ESSE and Rainbow aware and in agreement with the cost and breakdown?***

- Yes, we have been in contact all along. ESSE is excited about the bathroom work being done.

***Is there a preferred method of voting: online or drive-through?***

- No preferred way. We are trying to provide a way for everyone to vote who wants to vote.

***Will the bathrooms be the same size? How many toilets will there be?***

- There would be two sinks in each bathroom, one urinal and one stall in the men's room, and two stalls in the women's room on the East wall. The women's room would be 2' by 2' larger as part of the janitor's closet would be used to create additional space in the women's room. The women's room will feature a Corian countertop approximately 6' long. There is also a possibility that baby changing stations could be added to the lower level bathrooms.

***Is this an opportunity to replace the carpet on the lower level?***

- There has been discussion, but that is a different project for another time.

***What about egress windows for ESSE and Rainbow Place?***

- No, but working with a professional architect and the state fire marshal we came up with a great solution for life safety.

**Explanation of Voting Process**

- President Sekera reiterated the voting process. Members can vote by online ballot via dedicated email at [vote@faithonline.org](mailto:vote@faithonline.org) or by driving to the church at 41 North Park Blvd between 1 p.m. and 3 p.m. on June 28 to vote in person. Voting at the church will be by drive-through. Voting online and at the church will end at 3 p.m. on the 28<sup>th</sup>.

**Presentation of the Motion**

- **MOTION** (Sandy Becker/Debbie Rohla): The church Council is authorized to proceed with the Life Safety and building maintenance projects for a total expenditure not to exceed \$100,000 net of contributions from ESSE and Rainbow Place.

- **NOTE:** The motion was approved by unanimous vote following the voting process which ended at 3 p.m. on June 28.

### **Closing Prayer**

- Pastor Shelly

### **Adjournment**

- The meeting was adjourned at 1:53 p.m. by President Sekera.

### **Respectfully submitted by:**

Chris Bettin, Council Secretary

Deb Twaddle, Worship Team