

## PROPERTIES COMMITTEE MINUTES

**March 13, 2018**

Present: Ellen Daugherty, Brad Hall, Ginny Melver, Roger Nelson, Dave Stobbs, Jon Hauerwas, Damon Horner.

Excused: Phil Fry

The **meeting** opened at 7 PM with prayer by Roger Nelson.

The **minutes** of February 13, 2018 meeting were approved.

The **agenda** was approved.

**Financial reports** were e-mailed. 1) The water bill has increased due to increased cubic foot usage. 2) A required maintenance line item was added to the budget for 2018. This is to designate building maintenance costs for required maintenance like the yearly inspection of the elevator, as an example.

Damon Horner was welcomed as the new daytime custodian.

### **For the Record:**

- 1) Carpet contract with Messina Carpet Cleaning Co for \$2200 was approved by Session.
- 2) Motion to pay for the new kitchen refrigerator from appropriate funds was approved by Session.
- 3) Handicapped parking signs are partially installed.

### **Issues in Progress:**

- 1) Sanctuary floor project. All companies currently considered have a BBB rating of A+. Four companies have visited the church, we have received two bids and the deadline will be in two days, March 15<sup>th</sup>. Some additional information regarding scope of project and price is needed. We will meet next Tuesday to make our final selection to submit to Session for approval.
- 2) Building use during June and July. All tenants have been notified of the temporary changes. Requests from outside groups will be denied. Outreach is discussing alternate plans for Third Sunday Dinners. Ginny will talk to Robert of Bridges. Usage of the TWEEN room is a possible solution. It is hoped that chairs can be set up for worship in WHH and remain so to minimize work for the custodian.
- 3) Light bulbs – Light bulbs and/or ballasts will be replaced as they experience a problem. The goal is to replace all bulbs with LED bulbs eventually. We will start with one office in Ohio Living. Damon will help develop a plan for replacement as he sees needs.
- 4) Wall by choir room – Phil is working on it.
- 5) Time/talent persons who volunteered for properties will be contacted by Ginny.
- 6) Allen Drain plans to arrive April 3-5 to power flush the drains.
- 7) Koslowski plans to come in late March or early April to clean the gutters.

### **New Business:**

1. A building use request from “Seeding Gardens” request is denied due to sanctuary project. Suggestions for other locations for them were made.

2. Access to building – A request to add Sheila’s phone number to the dialer so she can from a distance allow people to enter the building by remote access was received. After discussion with Jon present, the consensus was that it was not an acceptable means to handle deliveries to the church by members. Request denied. The concern is that accessing the building remotely can create a possible alarm situation since Sheila would not know whether the alarm had been set or not. The alarm could have been set by someone in the church just prior to the time of the request for access.
3. Celtic Garden Water. – Brad will look into getting a separate meter to the garden for water use only. We are now paying water and sewage. The garden committee is looking into other solutions to avoid the huge water bills we had last summer.
4. Vacuum cleaner. Damon will evaluate if he needs an additional vacuum. Decision postponed until next meeting.

Meeting **adjourned** at 8:20 PM.

Properties will meet March 20, 2018 at 7PM in the library to discuss sanctuary floor bids and make a selection.

**Next regular meeting** is scheduled for April 10, 2018 @ 7 PM.

Ellen Daugherty