

PROPERTIES BOARD Meeting

Minutes

April 14, 2014, 3:00 pm

Members present: Steve Boyce, Sally Hindman, Dave Kobersmith, Paul Smithson, Bill Stolte

<u>Subject</u>		<u>Action Taken/Needed</u>	<u>By Whom</u>	<u>Date</u>
Devotional	Poems by Mary Oliver: “Goodbye Fox”—The fox says “You fuss, we live”. “The First Time Percy Came Back”—Her beloved dog Percy returns after an absence, and they walk together down the beach.		Steve	
Updates	<ul style="list-style-type: none"> • Sanctuary improvements—We now have about \$30,000 available due to a new \$12,000 donation added to our existing \$18,000 on hand. The \$30,000 should cover floor refinishing, rearranging the pews, and new carpeting, based on preliminary quotes Dave got a few months ago. In earlier discussions, we had come to some preliminary decisions about the basic layout, but many details remain to be decided. Right now we don’t have any overall summary of where our thinking stands. • Memorial plaque for the rock in the garden—Design has been finalized. Payment will zero out the “Memorial Plaque Fund” and will be topped up by other undesignated funds. • Sidewalk between the driveway and our parking lot is badly broken up and needs significant repairs. It is a hazard and a legal liability and we need to pursue this project. The question is whether the college, whose repaving of Kettering Lane exacerbated the ponding problem during rains, will help with the cost. • Energy efficiency projects: Replace ballasts and replace lower efficiency T-12 fluorescent tubes with T-8 tubes in education building, 1st and 3rd floors. • Kitchen water heater—The plumber Dave is working with recommends a single 70- or 80-gal water heater, and will get us a quote. This is different from the earlier quote for an extra 40-gal water heater. The natural gas-fired water heater option is too expensive, according to the plumber. 	<p>Updated summary on the status</p> <p>Contact college Facilities Mgt as first step.</p> <p>Lower priority after decision made on sidewalk</p> <p>Waiting on firm quote and then will proceed</p>	<p>Dave and Sally</p> <p>Dave</p> <p>Steve</p> <p>Dave</p>	

Review Church Projects list	<ul style="list-style-type: none"> Latest update of projects list is included below. Some items are covered in detail in the Updates section above. 			
Other business for this meeting?	Next meeting Special meeting on sanctuary improvements	Mon 12 May, 3 PM Wed 23 Apr, 2 PM		

Latest update on church projects, provided by Steve Boyce

Priority	volunteer Or Contract	Est. Cost	Person(s) following	Building Location	Project	Comment
<i>Highest priority should be given to items involving safety, potential water damage, energy conservation</i>						
LAST UPDATE: 4/1/14						
?	contract	?	Bill?	outside	Need a load of topsoil to fill in low spots on grounds	
1	volunteer			various	Need affordable infrared sensors for more lights than we currently have(e.g. bathrooms).	
1	contract	?		outside	Sidewalk needs to be replaced along parking area.	
2	not sure	\$500/bath	Dave	3 bathrooms	Kent has expressed interest in having the three bathrooms in the Ed wing spruced up - faucet, mirror, light fixture, vanity.	
1	contract		Dave	Com Room	Need to provide more hot water than the current 40 gal water heater provides for the kitchen. Could be an additional 40 gal water heater, a single 60 or 80 and either gas or electric or gas on-demand. Dave is gathering info to evaluate options.	

1	volunteer	\$100	Steve	outside	Mulch the the new skip laurel shrubbery, roughly 350 sq ft. Mulch costs \$25/scoop & scoop covers about 100 sq ft @ 2 inches. Get 4 scoops; use any extra elsewhere.	Berea College may have decided to do this - all on their own. Half done as of 4/1/14.
1	volunteer		Dave & Roger Cook	NE corner of community room level	Build shelves to facilitate storage of Christmas decorations.	Underway.
1	volunteer	??	Steve	all doors	Some doors clearly need improvement in weather stripping.	
1	contract		Dave	Memorial Garden	Outdoor hose bib is broken. Needs to be replaced or repaired so water is available to the Memorial Garden. Kenny's plumbing.	
1	volunteer		Dave/Steve	inside	Continue monitoring load data and talking with Josh about how to operate new HVAC systems at lower cost/emissions	
2	volunteer		Steve	parking lot	Dig up curb stops and raise them to level of asphalt	
2	volunteer		Sally	outside	Explore forming a landscape planning/action group that would coordinate bigger-picture/longer term needs related to the appearance and function of the land around the church. In particular, deal with what Kent sees as front clutter of trees, plies, signs etc.	
3	volunteer			outside	Gather information to help define and shape an approach to the problem with blockage in the sewage line.	
2	volunteer			Sanctuary	Get rough estimates on options and cost to repair or replace big sanctuary windows so that they are more energy efficient but can be opened easily to save HVAC cost at in spring and fall.	
1	volunteer		Sally, Dave	Sanctuary	Make a plan for floor improvement in the Sanctuary including pew arrangement and get estimates on cost.	Well underway

1	Contract/Erik		Dave	ramp	(1) Need 3rd coat of paint on spindles. (2) Pressure wash the concrete & apply a couple of coats of sealer. (3) hand rail on right side of stairs and small hand rail by WI clothing box needs full treatment.	
3	volunteer			Education	Repair sink in 3rd floor kitchenette	
3	volunteer			outside	Landscape/Replant area on Scaffold Cain side of Cowan	
3	volunteer		Dave	outside	Check structural condition of ramp annually. Get rough estimate of replacement cost to facilitate budget planning for the time when replacement is required.	Current assessment is that replacement will be necessary in a few years.
2	volunteer		Steve		To examine the performance of new HVAC equipment, collect energy consumption and weather data for 2013 and compare to baseline data for the five pre-renovation years from 2007 through 2011.	2013 data done. Monitoring & analysis underway with help from equipment installed temporarily by MACED.

Submitted by Paul Smithson, 14 April 2014