

PROPERTIES BOARD Meeting

Minutes

July 21, 2014, 3:00 pm

Members present: Sally Hindman, Dave Kobersmith, Paul Smithson

<u>Subject</u>		<u>Action Taken/Needed</u>	<u>By Whom</u>	<u>Date</u>
Devotional				
Updates	<ul style="list-style-type: none"> • Sanctuary improvements—Request for proposals went out, contractors chosen, contracts signed, work to begin 3rd August and take most of the rest of the month. Should be able to occupy by first Sunday in September. • Sidewalk between the driveway and our parking lot has been fixed by the college. Drainage problem persists. We'll look into cutting a trench across the roadway. There may be other options, but this seems the most reasonable method. Dave's concern is that it is a small but fairly expensive job. • Kent suggests that we add \$1000 from Lambert Fund to the solar panel fund so we can get four 250-W panels and add 1kW of extra solar capacity. We are in favor of this. • We still have the copper from the old baptistery. There is a germ of an idea to have an artistic piece made from the copper and use it for baptisms. No cost estimates or details of design yet. • More rot in Cowan window and Community Room windows—Community Room windows are bad enough that they need to be replaced. Erik Reinhart has done some repair, but there is more damage now. The water seems to be coming from water overshooting the gutters, and also because the eaves are very narrow. • Grates over window wells need to be cleaned and painted. • Painting exterior window – This uncompleted job has been started by Erik it will take about 3 or 4 days.. 	<p>This should be added to the project list</p>	<p>Steve</p>	

	<ul style="list-style-type: none"> • Erik is also going to do some work in the sanctuary, trimming doors to reduce carpet scuffing, some painting, etc. • Bill for AC units for Sanctuary, \$1082—there was a leak in one unit and leaked out all the refrigerant (that alone was \$800). Dave is looking into getting a quote on a service contract. • Kitchen water heater—80-gal water heater was installed last week, on budget at \$1000. • Recommended safety upgrades <ul style="list-style-type: none"> ○ Paint the step outside main office entrance—done ○ Annual check of fire extinguishers by a commercial firm—done ○ Emergency lighting in stairwells—We feel like our renovation covered this sufficiently, since we’ve been inspected and meet code requirements. However, we’ll look into battery backup for existing lighting, which are available. ○ Secure shelves in children’s’ area to ensure that they can’t drag heavy objects down and possibly injure themselves—done. ○ Our cribs in the nursery are no longer legal, as of December 28, 2012—We have “Pack-and-Play” pop-out crib, and Dave will check on what else we need. He is working with Carrie Jadud on the project. ○ An official policy needs to be put in place regarding drivers using personal vehicles for church business, including background checks on drivers, plus some other needed actions—Administration Board is developing a policy. 			
Review Church Projects list				
Other business for this meeting?	Next meeting	August 11, 3 PM		

Submitted by Paul Smithson, 21 July 2014