

Trinity Lutheran Church
Property Committee minutes

November 27, 2018

Charlie Suhr, Chair, called the meeting to order at 7:00 PM. Others present were: Mary Haar, Dan Reed, Pastor Brock, Joe Hunter, Erich Sprowls, and Dave Rupnik. Jon Andrews attended and was introduced as the new Property Committee Chair beginning in January. Bruce Bigelow, Phil Groff, and Randy Moore were excused for the evening.

Review of minutes: The October 30 minutes were approved as submitted.

Subcommittee Reports:

Kitchen:

Randy Moore informed the Chair that he has been communicating with Steve Kauffman and Joe Hunter about the estimated time of delivery for the new stoves. Dan Reed requested the floors underneath the stoves be cleaned before the new ones are installed. Erich Sprowls will speak with Randy Moore to accommodate this request.

Landscaping: A contract was received from TruGreen for 2019. It is the same contract as last year. Erich Sprowls will sign it and send it back.

Erich Sprowls mentioned eight people helped clean the inside of the education wing for the all property fall clean up. He will meet with Peter Fox to get help for a clean-up in the spring.

Special Projects and Programs Reports:

Minor Repairs: Dave Rupnik reported the Christmas banners will be installed on light posts in the parking lot on December 10.

A specific date for delivery of the new doors for the Chestnut Street entrance, columbarium, and basement hasn't been provided yet.

Drains on the portico at the Gathering Space entrance and the Market Street entrance need to be cleaned.

Panic buttons were installed in Fellowship Hall and in the chancel area of the nave. It was mentioned the sound techs for the Contemporary Services and the acolytes and assisting ministers for the traditional services need to be trained. Pastor Brock will speak with them.

Parking Lot Repairs: Dave Rupnik is meeting with Hempt Bros. on Friday for the final time.

Report – Property Administrator:

We are \$24,000 under budget. A comparison of 2017 and 2018 was provided, and we are doing better than we were at the same time last year.

Old Business:

Painting Nave Windows: Dan Reed reported this has been completed.

Arm Chairs: Erich Sprowls mentioned eighteen chairs with arms will be delivered on December 6. These will be used in Fellowship Hall.

Jane Hess estate: The Chair provided an update about Jane Hess' estate. A special Congregational Meeting will be held after the late services on December 2. The assessed value of the condo is \$205,000, but based upon recommendation of our Realtor, the property will be listed at \$169,999. A discussion followed.

Pew Candles for Christmas: The candlesticks will be installed on the pews on Friday, December 21 at 8:00 AM. They will be taken down on Wednesday, December 26 at 9:00 AM.

New Business:

Columbarium: Steve Kauffman informed the Chair via email that there are currently 216 niches built in the columbarium, and we have sold 185. The Chair provided the information to Mary Haar, and she will contact Eickhof Columbaria, Inc. about another unit.

Pastor Brock provided this committee with updates about ITAV concerns, including an update about the server operating system and the projector in Fellowship Hall. A discussion followed.

With no further business to be discussed, the meeting adjourned at 7:50 PM following the Lord's Prayer.

The next meeting will be held on Tuesday, January 29, 2019.

Respectfully submitted,

Mary E. Haar,

Committee Secretary