

Trinity Lutheran Church
Property Committee minutes

July 29, 2020

Jon Andrews, Chair, called the meeting to order at 7:00 PM. Others present were: Mary Haar, Joe Hunter, Randy Moore, Pastor Brock, Phil Groff, Dave Rupnik, and Steve Kauffman. Dan Reed and Bruce Bigelow were excused for the evening. Due to the Coronavirus quarantine this meeting was held outside by the columbarium.

Review of minutes: The minutes of the June 30, 2020 meeting were amended as follows: Mary Haar was excused for the evening, and the meeting was held outside on the lawn. Dave Rupnik moved to approve the amended minutes, and Joe Hunter seconded. The motion carried.

Subcommittee Reports:

Kitchen: Nothing to report.

Landscaping: Bruce Bigelow requested prayers for rain. The Landscaping Crew has been taking care of the lawns while the building remains closed.

Special Projects and Programs Reports:

Arts Team: Nothing to report.

Minor Repairs: Room 121 needs to be painted. Steve Kauffman confirmed to Mary Haar there are no murals in that room.

HVAC: Thermotech needs to replace another leaking valve in the Gathering Space.

Property and Building Security: Dave Rupnik needs to look at the DVR that is part of the security system for troubleshooting concerns.

Columbarium: Dan Reed will continue to open the niches and install the plaques when they are available. Mary Haar has requested a name of a mason so she can get a second quote.

Director of Administration: We are currently under budget. Line 63140 Water, Sewer, and Trash Service was discussed. The Chair will request the detailed information for this line from Paul Hensel. If there is further analysis to be performed, the information will be forwarded to Dave Rupnik. Line 63220 Janitorial Supplies was discussed, too. Should the money designated for Janitorial Supplies be transferred to another line, since we have a cleaning service? The Chair will request Paul Hensel to look into this further.

Old Business:

Consolidation of lots: Nothing to report.

Grant Funding for Security Improvements: Nothing to report.

The Building Committee: The Chair and Steve Kauffman provided an update on the status of design and permitting work. The doors at the bottom of the stairwell for the first floor of the education wing to the second floor where the preschool is located need to be removed per Beers Hoffman.

1959 Market Street: The task force, chaired by Mike Akers, will be meeting via Zoom next week.

MIRA: The Chair will request the updated MIRA list that Dan Reed has, and it will be distributed to this committee via email.

Roof Repairs: The Chair reported Houck was here to work on the roof above the kitchen. Dan Reed needs to obtain a second quote for work to repair the chimney where it was struck by lightning.

Hand Sanitizers: Steve Kauffman continued the discussion for the need to purchase freestanding and wall mounted hand sanitizer dispensers for throughout the Church. Steve Kauffman can order these through our cleaning company at a competitive price. Steve requested to purchase four more free standing units and eleven wall mounted units for the bathrooms. The committee unanimously approved the purchase of 15 dispensers at a price not to exceed \$700 from the normal budget, upon a motion by Dave Rupnik and Joe Hunter seconded.

Outdoor Stage work: Dave Rupnik provided an update for this project. He is waiting for drawings and for the permits from the Boro of Camp Hill.

New Business:

Bulletin Boards for the preschool: The preschool has requested bulletin boards to be purchased for the hallway. This committee decided a discussion needs to be held about which budgets the money will be spent.

Eagle Scout Project: Nick Smeal has expressed an interest in doing a project at the church for his Eagle Award. This committee requested the Chair to inform Nick we would be delighted to hear from him when he is ready to make a presentation for what he is considering doing to fulfill the requirements for him to obtain the Eagle rank.

Air Purification: Randy Moore provided information to this committee about air purification systems. The Chair will work with Randy to put something together to present to the Covid task force including the number of air purifiers needed and the costs.

Covid task force: Steve Kauffman reported the Covid task force is making forms for groups to sign. The cleaning service will need to adhere to them, too.

Comments for Good of the Order:

Steve Kauffman reported support groups have been meeting outside on the parking lots.

With no further business to be discussed, the meeting adjourned at 8:10 PM following the Lord's Prayer.

Respectfully submitted,

Mary E. Haar,

Committee Secretary