

Trinity Lutheran Church

March 30, 2021

Dave Rupnik, Chair, called the meeting to order at 7:15 PM. Others present were: Jon Andrews, Randy Moore, Pastor Brock, Dan Reed, Joe Hunter, and Bruce Bigelow. Phil Groff and Steve Kauffman were excused for the evening.

Review of minutes: Jon Andrews moved to approve the February 26, 2021 minutes. Bruce Bigelow seconded, and the motion carried.

Chair acknowledgements: Bruce Bigelow, Joe Hunter and Randy Moore had a very successful cleanup on Saturday.

Jon Andrews and Steve Kauffman for the work they are doing for the insurance activity with the church.

Dan Reed for the roof repair of 2000 Chestnut Street and 1959 Market Street.

Subcommittee Reports:

Kitchen: Joe Hunter reported the gaskets in the dishwasher need replaced before the kitchen opens again. Randy Moore has volunteered to assist with this concern.

Landscaping: Bruce Bigelow noted there were 23 people who assisted with the spring cleanup this past Saturday. Ten yards of tan bark were delivered.

The lawn tractors were serviced by Cumberland Plow and Small Engine and are ready to go.

Bruce Bigelow will contact Steve Kauffman about purchasing the fertilizer for the lawn to be applied in April.

Special Projects and Programs Reports:

Arts Team: Nothing to report.

Minor Repairs: The Chair reported LED light fixtures were installed in the stairwells going to the mechanical room.

Steve Kauffman did the painting above the new TV screens in the nave.

Electrical: Nothing to report.

HVAC: nothing to report.

Property and Building Security: nothing new to report.

Director of Administration: The leak in the roof above the Bishop's office has been fixed. The invoice from Houck has been paid.

The drywall work needs to be completed in the narthex, and this should be done in April.

Ground expenses are \$5,000 over budget; snow removal was the main item for the high expenditures, but we should be in good shape for the year. Telephone/Internet expense is over. Steve Kauffman and the Chair will be calling Comcast to examine what we truly use. Overall, we are in good shape for the budget.

Old Business:

Parking Lot: Jon Andrews received two quotes for relining. Alpha's quote was very detailed, and they were the ones who had done the job last time. Jon Andrews mentioned that he has received quotes from Parvin Paving and JR Paving for parking lot sealing.

Interior Painting: The kitchen hallway, sexton hallway, 1st floor of the education wing, 2nd floor of the education wing, and out in front of the office are the places that need to be addressed. Any hallways that have murals on them need to be addressed by the Arts Team for guidance. Chair recommended Joe Hunter and Dan Reed come back to this committee with the information they need for us to get this completed. This will be done as an email vote, since this will be addressed after Easter.

Consolidation of lots: Jon Andrews provided an update as to where things stand. We need 1915 Market off the tax rolls. Jon Andrews added he will represent the church during this process. The goal is for this to be done for the 2022 tax year.

Columbarium: The addition of another set of units must be a priority for 2021 as the demand for units has outpaced the supply. Mary Haar reported she contacted Eickof Columbaria for an updated quote. A second quote for niches will be received from an additional company which still needs to be found. Bruce Bigelow and Mary Haar met with AN'T Masonry today. She will be sending the blue prints to Trevor Kime from AN'T Masonary. Mary Haar will let Dan Reed know when she receives information about the additional "front doors" that are needed for the existing niches.

Outdoor deck work: The permits are getting approved by the Boro of Camp Hill. This should be done by May. The Chair will forward the information to Dan Reed once it is received to examine what needs to be done for concrete and carpentry.

Insurance coverage: Jon Andrews has been working with Steve Kauffman filling out forms to get the insurance providers information. Our current coverage expires in mid-April. Jon Andrews recommends we renew with the company we currently have, and continue to examine the possibilities for other carriers. Jon Andrews moved for us to renew with Selective for this coming year. Bruce Bigelow seconded, and the motion carried. This should result in a savings of around \$2500.

1959 Market Street: The flooring in the kitchen had asbestos and will be abated. The handicap bathroom on the first floor had to be reconfigured. The Chair, Jon Andrews, and Steve Kauffman are making sure things are done within budget.

The Chair reported they are expecting the renovations to be done by the end of May. They are hoping the Synod can move into 1959 Market Street in the beginning of July.

Painting of exterior: Dan Reed received three quotes. EE Mills was the chosen painters. They have done the work for us in the past, and they have been great.

MIRA: This was reviewed. There is \$48,000 in MIRA after outstanding expenses are paid.

The list was discussed, prioritized and updated. The updated list is attached.

Jon Andrews moved for expenses not to exceed \$12,000 for both the relining and the sealing for the parking lot. Dan Reed seconded, and the motion carried.

Dan Reed moved for expenses not to exceed \$25,000 for exterior painting. Randy Moore seconded, and the motion carried.

New Business:

Bruce Bigelow addressed there are two lawn tractors in the garage, but we only need one. A discussion followed about the selling of the John Deere. The Chair will put it on Facebook Marketplace, and information will also be included on the eblast. The price being requested will be \$600 minimum.

Steve and the Chair will work on addressing the Telephone/Internet budget issue.

The Chair is requesting we begin meeting in person in April. We will do a walk-through of 1959 Market Street at that time, too.

With no further business to be discussed, the meeting adjourned at 8:24 PM following the Lord's Prayer.

Respectfully submitted,

Mary Haar, Committee Secretary and Dave Rupnik, Chair

MIRA Projects March 2021

	<u>Cost Estimate</u>
<u>2021 Projects</u>	
Paint Exterior Trim	25,000
Seal and reline Parking lot	12,000
Outdoor Stage	2,500
<u>Future</u>	
Replace Flat Roof 2025---2030	145,000
Peace Garden	10,000
Path to Picnic Table	5,000
Remodel Chapel	35,000
HVAC Mechanical Upgrade/Replacement	50,000
Upgrade Kitchen	80,000
<u>Capital Phase II</u>	
Refinish Pews	95,000
Repaint Nave	60,000
Replace Window Shades	15,000