

Trinity Lutheran Church

April 26, 2022

Angie Clark, Chair, called the meeting to order at 7:00 PM. Others present were: Randy Moore, Mary Haar, Steve Kauffman, Dan Reed, Dave Rupnik and Bruce Bigelow. Jon Andrews, Jimmy Tice, Joe Hunter, and Pastor Brock were excused for the evening.

**Review of minutes:** Randy Moore moved to approve the March 29 minutes. Dave Rupnik seconded, and the motion carried.

**Subcommittee Reports:**

**Kitchen:** no report.

**Landscaping:** Bruce Bigelow mentioned Saturday, April 16 was the spring cleanup. Thank you to all who helped, which included 15 people.

Three garden plots have been adopted.

The pear trees along Chestnut Street will be removed. Bruce Bigelow provided three quotes. Dave Rupnik moved for Cumberland Valley Tree Service to remove the six Bradford Tree located along the southern edge of the parking lot, together with stump grinding. Take remaining \$254 from painting budget. Bruce Bigelow seconded, and the motion carried.

**Special Projects and Programs Reports:**

**Arts Team:** The Arts Concert Series will be commencing again this fall. We are hoping to have receptions again following the concerts.

**Minor Repairs:** Floor drain in the kitchenette in the basement has been cleaned.

All the breaker box circuits have been mapped.

The drains over the office area have been repaired.

The benches in the prayer garden are being worked on and rehabbed.

Bruce Bigelow mentioned trees are growing in the gutters near the chapel. This needs to be addressed.

**HVAC:** Randy Moore provided an update about NexGen. Total quote originally for the NexGen project was over \$49,250, with the additional charges for the preschool, we are over \$52,000. Dave Rupnik moved to hire NexGen to complete the 8 items they sent an estimate for, and an actuator be included for heating zone \$676. Total needed for the job is \$3325. We will need to reexamine the two motors in the mechanical room in September.

**Peace Garden:** There are twelve submissions for pavers. The table and landscaping should be done in the next couple of weeks. There is a 13X13 paver with an inscription provided. If someone wants to have the peace pole added to the garden, a monetary donation would be necessary.

**Solar Project:** The Chair reported this was passed at the Congregation Council meeting. A congregational meeting will be May 15 at 10:00 AM. Rob Bertram reviewed the contract. Dave Rupnik provided his presentation that will be made on May 15. Dave Rupnik got the information from Houck, and he will be getting the breakdown for the roofing next. Dave Rupnik will be sending the insurance information to Steve Kauffman.

**Columbarium:** Mary Haar would like to go with the Sunset for the niches, and the Cumberland Masonry for the brick work surrounding. Mary Haar moved to go with option 1 of 72 niches 8 niches across by 3 high with three sections. Cumberland Masonry will do the brick masonry work for it to be aesthetically pleasing. Not to exceed \$44,000. Mary Haar will contact Susan at Sunset informing her of our decision and to request an 8 X 8 plaque for our engraver to work with plus an updated quote.

**Director of Administration:** Fire extinguishers were tagged for 2022. Half of the fire extinguishers will need service in 2024. Sprinkler and backflow were done. AEDs were discussed. Steve Kauffman replaced the pads on all of them, but two of the machines are still beeping.

Boy Scout trailer has been purchased, and our insurance confirmed Trinity is responsible for this. We need to add minimal coverage of \$100 for this. Bruce Bigelow moved for \$100 to be billed for Scouts. Dan Reed seconded, and the motion carried.

Insurance renewal was discussed, specifically cyber coverage. Steve Kauffman has the information and will review it.

Consumables were finally billed by the cleaning service. Steve Kauffman would like to just order and pay directly to the supplier instead of the going through the cleaning service.

Steve Kauffman requested Randy Moore to look at the coffee maker in the kitchen. Dave Rupnik requested Steve Kauffman to look into new suppliers for coffee and cups.

#### **Old Business:**

**Consolidation of Lots:** Jon Andrews mentioned he is still waiting for a date for the hearing.

**Ceiling tile in the Gathering Space:** Dan Reed reported he and Randy Moore figured out how to get around working with the sprinkler system.

**Back parking lot:** Jon Andrews provided an update. He needs to get two more quotes for the repair and sealing of the parking area behind the sanctuary. He did receive a quote last year from Parvin Paving.

#### **New Business:**

**Chapel renovations:** Steve Kauffman spoke with Amy Heinly about what should be included in the chapel. Should new lighting and ITAV be included? And what additional need to be included specifically for Friday prayer service? Dave Rupnik requested to be on this committee.

With no further business to be discussed, the meeting adjourned at 8:10 PM following the Lord's Prayer. The next Property Committee meeting will be held on Tuesday, May 31, 2022.

Respectfully submitted,

Mary Haar, Committee Secretary and Angie Clark, Chair