

Trinity Lutheran Church

September 27, 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, Bruce Bigelow, Pastor Brock, Jimmy Tice.

Review of minutes: Randy Moore moved to approve the August 23 minutes. Dan Reed seconded, and the motion carried.

Subcommittee Reports:

Kitchen: no report. Dan Reed noted the hand sink needs to be installed soon, since the Kitchen Team will begin to work in there again.

The refrigerator and freezer were repaired.

Landscaping:

Fall clean-up will be November 12 with a rain date of November 19 beginning at 9:00 AM. Steve Kauffman has requested the staff to volunteer and help projects for fall cleanup.

Steve Kauffman reported the Camp Hill School District has contacted the church about having students coming over October 14 for volunteer hours. Steve will investigate tasks for the students to assist.

Bruce Bigelow provided a report about the lawn sprayer he ordered. Unfortunately, he had to cancel the order, since the USPS couldn't provide him a tracking number.

Lawn tractor part needs to be replaced. Dave Rupnik will investigate ordering it.

Special Projects and Programs Reports:

Arts Team: Mary Haar reported the Concert Series will be commencing in October. The big Christmas at Trinity Concert will be the only concert for the fall to have a reception.

Minor Repairs:

The railing at 1959 Market was fixed.

A bulletin board was installed for Faith Formation.

A toilet was repaired.

Steve Kauffman is working to get the leak repaired at 1959 Market Street. This is coming in around the chimney. The quote is \$3,900. Dave Rupnik moved to spend up to \$4,000 on cricket to repair the leak at the chimney. Vote was taken and carried unanimously.

Dan Reed reported the mortar joints are out at the step to the nave. This needs rubber caulking.

Electrical, Plumbing, and HVAC: Randy Moore said it's been quiet.

Peace Garden: Dave Rupnik reported the peace garden is done. A discussion followed about the bricks that are being used and the price discrepancy that has occurred.

Solar Project: Dave Rupnik reported work on the roof above the education wing should begin in November. Dave Rupnik reported we will probably go live in March or April with the solar array.

Columbarium: Steve Kauffman reported no one from Cumberland Masonry has called him back. If no one is available to talk, he is going to research another masonry company.

Director of Administration:

We are being billed directly for the janitorial supplies. A discussion followed about the budget line.

Seth Maurer will be taking care of the snow removal again this year. Steve Kauffman has not received a quote for how much that will be.

New Business:

Contract with the weed control company: Bruce Bigelow broached the topic of the lawn and fertilizer. If we are going to do this, we need to include it in the 2023 budget. A discussion was held.

2023 Budget: The Chair noted we will need to research items, such as Service Contracts. Dave Rupnik provided a presentation about where we currently stand 9 months into 2022. 1915 Market Street taxes will go away. Dave Rupnik asked Randy Moore specifically about HVAC. Randy Moore advised him to keep it the same as 2022. Snow removal was discussed, since that is such a big variable with the grounds figure. Janitorial supplies will need to be increased, since we are back to utilizing the facility to the fullest. Part of the discussion was about the flooring needing waxed annually. Steve Kauffman is pursuing a quote for cleaning and waxing. A discussion followed about replacing the flooring and carpeting with the product that was used in the narthex and chapel. The new blinds that were installed in the preschool have been requested to be ordered for the classrooms on the first floor. Steve Kauffman will get a quote for the blinds. The Chair reported the budget will be compiled and sent to the committee for a vote, since the budget is due October 24.

Comment for Good of the Order:

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, October 25, 2022.

Respectfully submitted,

Mary Haar, Committee Secretary and Angie Clark, Chair