

Trinity Evangelical Lutheran Church -- Property Committee Minutes
Tuesday March 28, 2023

The meeting was called to order at 7:00 PM by David Rupnik, Chair. The opening Prayer was provided by Dan Reed.

Others present were Mary Haar, Steve Kauffman, Randy Moore, Angie Clark, Pastor Brock, Dan Reed, Steve Eberly, & Don Allman.

Jimmy Tice joined the meeting via Skype. Jon Andrews, Matt Bingaman, Joe Hunter & Bruce Bigelow were excused for the evening.

Review Minutes of February 28, 2023 meeting:

Randy Moore moved to approve. Dan Reed seconded, and the motion carried.

Sub-Committee Reports

Kitchen Sub-Committee – Joe Hunter

There is a concern with the stove that needs to be addressed. Dan Reed mentioned the freezer needs to be looked at, since there was a noise coming from it. Randy M will look into it.

Landscaping Sub-Committee – Bruce Bigelow – Angie Clark reported due to the forecast of 85% of rain for April 1, the spring clean-up will be postponed until April 8.

Angie Clark received a quote for mowing, trimming, and edging of the property.

During the staff workday today, Pastor Brock and Stephanie Maurer removed the tall grasses near the playground.

Special Projects and Programs Reports

Arts Committee Representative – Mary Haar will talk to Phyllis Mowery about a month to display the artwork from the collection she has from Senator Mowery's office.

The Arts Committee will be hosting a reception following the Harrisburg Singers Concert on Saturday, April 29.

Minor Repairs –Dave Rupnik

Replaced smoke and motion detector batteries for Steve Kauffman

Patched and painted the ceiling in the 1959 Market Street property.

Piano Bench in Fellowship Hall has been fixed.

Organ pedal light was replaced.

HVAC – Randy Moore reported the heating in the office, the preschool and the first floor of the education wing have been a concern. He has been researching this. Randy Moore will provide an estimate for auxiliary heat outside of the office.

Finance and Council meeting updates - Dave Rupnik

Finance: A schedule was created by Daryl Ackerman, Finance Chair, for the Quasi-Endowment fund to be

repaid in the next 10 years.

The 2022 Endowment Distribution included 30% allocated to MIRA.

Council meeting: Bishop Dunlap attended and thanked the church for their help with restoring 1959 Market Street. It has been a wonderful arrangement for the Synod.

Seth Maurer, Congregation Council President, applied a grant specifically to be used for security. Training and additional cameras are two of the areas for improvement that need to be addressed.

Report – Property Administrator – Steve Kauffman

Finances – The Chair reported we will be getting our report at the beginning of April.

Building & Maintenance Items

- Fire Extinguishers at 1959 Market Street are expired.
- During the workday for the staff today, mini blinds were installed in the first floor of the education wing. More lightbulbs were replaced, and another wall was painted in the basement.
- All the batteries have been replaced in the AED machines.
- Money was donated for a table or desk in the library in memory of Jane Myers. Steve Kauffman will research options and provide them to the committee next month.

A request was submitted for two additional offering boxes to be made. – Steve K will pursue.

Strategic Planning – There is nothing for the Property Committee in the new plan.

Old Business

Columbarium – Steve Kauffman mentioned demolition should be taking place soon. Cumberland Masonry called PA OneCall.

A plaque will be placed in the columbarium with the verse that is inscribed in the flagstone.

Sunset Columbarium from Canada is ready to go with their side.

Ceiling Tile Gathering Space – Dan Reed reported this will be addressed after Easter.

Solar installation – Dave Rupnik – This is complete!!! We began generating electricity!! Our May bill should reflect this change.

Bathroom renovation – Dan Reed reported this is complete.

Crab Grass and Fertilizing – Angie Clark is hoping to purchase the bags this weekend. She hopes to do this on the playground next week, since the preschool isn't in session. The rest of this will be spread during Spring Clean-up on April 8.

Relocation of statue, removal of shrubs and grass strip along Chestnut Steet – Dave Rupnik will be taking over this project. Matt Bingaman will help when he is able.

Seth Maurer is available on April 17, 18, 24, & 25. The Chair requested committee members to come at 6:00 PM to work on this before the next property meeting on April 25. The committee will be working to remove shrubs and spread tan bark.

Drainage by garage – Complete Randy M installed a French drain by the garage to alleviate flooding.

Staining of Deck and Stairs – Dave Rupnik – This hasn't been completed.

Power washing of benches – Steve Eberly reported this will be completed next week.

Pressure wash garage and paint door - Steve Kauffman reported the paint has been purchased.

Lot consolidation – Jon Andrews– This is complete. We are not doing anything for this.

Nave Blinds/frosted film – Jimmy Tice will have something to present in April.

Ballast replacement – Don Allman & Steve Eberly have been working on this.

Fellowship Hall trough lighting – Don Allman – Steve Kauffman provided an update.

Gravel path removal and reseeding – Steve Eberly mentioned the gravel path has been removed.

New Business

Insurance – Steve Kauffman is waiting for an estimate from our insurance provider.

Building Rent Schedule – Steve Kauffman and Dave Rupnik will be looking at this to see if prices need to be increased.

Meeting adjourned with Lord's Prayer at 8:15.

Respectfully submitted,

Mary E. Haar, Committee Secretary & Dave Rupnik, Chair