

Trinity Evangelical Lutheran Church -- Property Committee Minutes  
Tuesday April 25, 2023

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

Others present were Mary Haar, Bruce Bigelow, Steve Kauffman, Seth Maurer, Pastor Brock, Dan Reed, Jimmy Tice, Steve Eberly, & Don Allman.

**Review Minutes of March 28, 2023 meeting:**

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

**Sub-Committee Reports**

**Kitchen Sub-Committee – Joe Hunter**

No update. The thermostat needs to be changed on the stove.

**Landscaping Sub-Committee – Bruce Bigelow** – Spring Cleanup had 23 volunteers help. Tan bark was spread along the front and East Side.

The lawn tractor annual maintenance is complete.

Three new members are added to the mowing crew, and one new gardener.

Tan bark is needed for the front where the bushes have been removed.

**Special Projects and Programs Reports**

**Arts Committee Representative** – Mary Haar is waiting to receive dates/months that are available for the Gathering Space wall from Stephanie Maurer. Mary Haar will contact Phyllis Mowery with open dates.

**Minor Repairs –Dave Rupnik**

Floor scrubber is now working.

125 Year banners were hung.

Bee and bird problems have been addressed at 1959 Market St.

**Electrical – Don Allman** – The lights around the signs in the front of the church will be lowered.

New tubes and ballasts are on hold for budgetary purposes. The Chair mentioned there is money in the memorial fund for electrical that can be used.

**HVAC** – Randy Moore reported some of the settings have been tweaked for the HVAC system.

**Finance and Council meeting updates - Dave Rupnik**

Finance: no meeting.

Council meeting: The March meeting was held via Zoom, since there was nothing major to discuss.

**Report – Property Administrator – Steve Kauffman –**

Three new fire extinguishers have been added to 1959 Market Street.

Finances – Property Committee needs to keep an eye on expenses. AED batteries were over \$2000 that wasn't budgeted, and electric expenses, we are \$6,000 over.

The panels are working!!! The latest bill from PPL showed \$400 compared to \$3000 per month.

### **Old Business**

#### **Columbarium –**

Steve Kauffman provided an update. The patio has been redone. The unit will come end of May beginning of June. A concern has been addressed about companies for the plaques. Old Mill will be restarting the business. Steve Kauffman will follow up with Gingrich Memorials.

**Ceiling Tile Gathering Space** – Dan Reed reported this is on hold. June would be a great time to start this.

**Crab Grass and Fertilizing** – This is complete! Bert Fry fertilized the grounds.

**Relocation of statue and removal of shrubs** – Thanks to the crew for helping before the meeting to remove the shrubs and after the meeting pivoting the statue to face the Gathering Space door. Tanbark will be ordered and spread will final plantings are determined.

**Removal grass strip along Chestnut Street between sidewalk and parking lot.** We are waiting for a quote from SML for this work.

**Drain at the garage:** Thanks to Randy Moore for his efforts in completing this. Some minor tweaking will be looked at by Randy.

**Staining of Deck and Stairs** – Dave Rupnik – This will be addressed when the weather gets warmer.

**Power washing of benches** – Steve Eberly reported this will be completed the beginning of May.

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

**Nave Blinds/frosted film** – Jimmy Tice is researching options.

**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** – This is complete.

### **New Business**

**Insurance** – This has been paid.

**Building Rent Schedule** – Steve Kauffman and Dave Rupnik will be looking at this to see if prices need to be increased. Completed by the end of June.

Meeting adjourned with Lord's Prayer at 7:30.

Respectfully submitted,

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