

Trinity Lutheran Church
Property Committee minutes

October 31, 2017

Charlie Suhr, Chair, called the meeting to order at 7:15 PM. Others present were: Mary Haar, Dan Reed, Bruce Bigelow, Dave Rupnik, Pastor Brock, Paul Hensel, Joe Hunter, Phil Groff, Brett Warren & Randy Moore.

Opening devotions were read by Charlie Suhr.

Review of minutes: The minutes from the September 26 meeting were approved as submitted.

Council Report: The Chair reported the congregation approved the sale of the York County property for \$120,000.00 cash this past Sunday at a special congregational meeting. The closing of the sale for the York Property should be done in two weeks. Perk tests are being performed on the land this week.

Landscaping:

Fall cleanup was done Saturday, October 28. Twelve Trinity members helped as well as twenty boy scouts and parents.

One of the lawnmowers had a repair.

Budget request: Bruce Bigelow stated the following need to be included in the 2018 budget request: \$425.00 for a new lawn mower; \$2,000 for trimming the big oaks on Market Street; and \$500.00 for tan bark.

Arts Committee: Mary Haar, Arts Team Facilitator, requested the painting that was donated by Gil Mitchell be hung in the choir room.

Electric: Randy Moore reported the elevator doesn't have an emergency light. A battery pack will need to be purchased and installed.

HVAC: Randy Moore suggested getting the boiler checked by the end of the year.

Minor repairs:

Attic Safety Improvements: Dave Rupnik reported that 80% of the attic safety improvements are complete. He provided a report to this committee.

Paxton desk station: A quote was received from Shearer Security Devices for the installation of an additional Paxton desk station in the church office. Dave Rupnik moved for the

purchase/installation of the Paxton desk station in the church office with a cost not to exceed \$900.00. Randy Moore seconded, and the motion carried.

Report – Financial and Property Administrator: Paul Hensel noted that we are currently under budget. There are still funds in the equipment budget. Paul will look into the possibility of purchasing a battery operated vacuum.

Budget request additions for MIRA for 2018 should include: \$5,000 for LED lighting for the tower to illuminate the steeple; \$10,000 for painting 1959 Market Street. Paul Hensel and the Chair will write the budget request and then email it to the committee.

Randy Moore suggested Paul Hensel look into getting a security discount for our insurance.

Building Security:

Door Access – Shearer Security – Dave Rupnik reported the capability was added for handicap door openers with wireless buttons-wired closers for the door in the Gathering Space.

Dave Rupnik requested the times the doors are open to be tightened further. A discussion followed. It was recommended the staff brainstorm ideas for how to complete this concern.

Strategic Planning:

Parking Lot: Dave Rupnik reported we are on the Hempt Bros. calendar for May 2018. The parking lot plans will be presented to the congregation for its final approval and vote at the Annual Congregational Meeting in January. Mr. Max Hempt will be at the meeting/presentation. There will be a meeting in February to finalize the plans if this is approved by the congregation in January at the annual congregational meeting.

Architect update: Rob Bertram, Congregation Council President, made a presentation at the congregational meeting that was held on October 29. The vote for the building project will take place at the Annual Congregational Meeting in January. The concerns of this construction are: security, fellowship, and worship. This will be a two phase project. Improvements included in the proposal: move the office to the first floor of the education wing; make space where the office currently is classrooms; move the nursery to where the library currently is; renovate the narthex; renovate the chapel; a new roof, a new chiller, three new boiler, reconfiguration of the chancel, a dimmer system with LED capabilities installed in the nave, and chandeliers in the balcony. A discussion followed. Pictures are currently in the Gathering Space for the parishioners to examine the proposed changes. An informational meeting will be held on November 12 during the Sunday school hour in room 237. Charlie Suhr will be facilitating the discussion.

Eagle Scout Project: Sam Ehgartner presented his plans for an Eagle Scout project at the June 27 Property Committee meeting. Sam would like to put the old cross that is in the columbarium in a more permanent structure with planting around it. The plans include new paths for walking, and a new place for three benches to be placed at the entrance of the columbarium. This committee was very impressed with the depth he had gone to research how the cross could be securely placed. Dan Reed mentioned that this project has been approved.

With no further business to be discussed, the meeting adjourned at 8:35 PM following the Lord's Prayer.

The next meeting will be held on Tuesday, November 28, 2017.

Respectfully submitted,

Mary E. Haar, Committee Secretary