

Property Team Meeting

8.26.24 at 6:20 PM (Josiah was Late!)

Attendance

Team Members		Present	Absent
John Wopata	JW	X	
Mark Lancaster	ML	X	
Mark Blakeley	MB	X	
Josiah Colle	JC	X	
Dale Anderson	DA	X	
(BTF Voting Presence)	BTF		X

1. Minutes Approved for July

- a. N/A – JC behind on minutes, sent March/June/July minutes to Kathy this week

2. Opening Prayer – Mark Blakely

MINISTRY TEAM WORKSHEET REVIEW

Discuss Worksheet – send out individuals to revisit and finalize in September

- Had great discussion around how to extend participation in this group both in the form of the meeting and also in the form of volunteer involvement in special projects or recurring seasonal projects

3. Mow Team

- a. Fall application of weed and feed

4. Beautification Minutes or Report

BTF Report:

1. BTF has not been active this summer but we are reconvening on Sept 7 for a florals work day, changing over to an early Fall theme. There is some new artwork in FH installed by Bill and Binny Pearce
2. As soon as possible we will get the FH blinds ordered and installed and we will finish the remaining redecorating of FH
3. Like everyone, we are seeking additional members

4. We had hoped to begin the process of beautifying the Main Lobby and have it finished for Advent. That timeframe is probably too aggressive but we are hopeful Property and some other teams will want to come alongside us so it may be accomplished as soon as is feasible. We believe there are various aspects of the re-do that definitely require all our individual gifts and talents

5. BTF is supportive of Nicole Moncada with her children’s classroom updates and available to her as requested

6. We will resume establishing and supplying the Event closet(located under the back stairwell to sanctuary) which houses basic decor such as centerpiece supplies for member usage. Also included in this project is how to manage the use of church tablecloths. We request that Property guarantee there are no more snakes; 2 for sure have previously found their way into this space!! Thank you for helping us with this issue

5. Repairs Completed [7/22 – 8/26]

6. Repairs Scoping

7. Repairs/Maintenance Planned

- a. Discuss HVAC prescient maintenance (Nursery at \$3100, 2nd Floor Classrooms at \$4200
 - i. JW move to replace Nursery HX at ~\$3100
 - 1. JC second
 - 2. Discussion on point of proceeding with 2nd? Wait to review budget in Sep.
 - 3. Motion passes.

8. Quotes in Process

- a. Quote upper east windows for moisture damage
 - i. \$1,350, 2-person job, 2 windows
 - ii. Extend the job to few more windows to have a lower \$/window
 - iii. Hold off until review after next rain, try to pin-point source of water leak

9. YTD Budget Review

	YTD			July
	Budget	Actual	%Var	Actual
7105 Beautification	\$ 581	\$ -	-100%	\$ -
7110 Custodial Services	\$ 20,633	\$ 19,500	-5%	\$ -
7115 Telephone	\$ 1,281	\$ 1,140	-11%	\$ 163
7120 Water	\$ 3,206	\$ 3,591	12%	\$ 900
7125 Electricity	\$ 13,419	\$ 11,323	-16%	\$ 2,498
7130 Gas	\$ 9,331	\$ 8,808	-6%	\$ 129

7135	Pest	\$ 58	\$ -	-100%	\$ -
7140	Trash Disposal	\$ 1,456	\$ 1,270	-13%	\$ 186
7145	Janitor Supplies	\$ 1,374	\$ 2,087	52%	\$ 112
7150	Insurance	\$ 15,750	\$ 19,440	23%	\$ 6,533
7155	Lawn & Snow	\$ 3,500	\$ 2,043	-42%	\$ 238
7160	Maintenance	\$ 21,000	\$ 12,322	-41%	\$ 5,211
7165	Scheduled Service & Agreements	\$ 9,044	\$ 4,245	-53%	\$ -
TOTAL		\$ 100,633	\$ 85,770	-15%	\$ 15,969

10. Old Business

- a. Martha Kuenzi plaque
 - i. ML gave feedback to Martha for the grass-level monument, they are going to see about an outfit in St. Joe to find something in that type
- b. Children's rooms update
 - i. Complete, furniture moved in, moved out
 - ii. Request for touch-up paint – part of original budget as it was completed under-budget
 - iii. Request for Active Shooter door-slit blackout curtain
- c. Church WiFi project
- d. Joyce Boy Scouts project – no update

11. Waiting on External Team Response

12. Communications to External Teams

13. Tabled Items

- a. Lobby changes? Bring up to deacons?

14. New Business

- a. ML/DA invited to Session meeting to discuss Amos House (Dale and Mark B)
 - i. ML – does ill-will towards AH precede recent tenants?
 - ii. JW – is there inertia to bring AH to “match” surrounding neighborhood
 - iii. MB – there has to be a vision first – reason for Session invitation
- b. PF unable to attend in future with other commitments
- c. WM Contract – JW negotiated a lower price
- d. West stage area
- e. Attic space
 - i. JW moves to rekey the ballroom lock to **admin key**
 - 1. JC second
 - 2. Discussion to make it an admin key or standard indoor key
 - 3. Passes
- f. Transfer of BTF to Property
- g. Request of office painting – 2275 account?
- h. Community garden is up for discussion at Outreach

15. Meeting Adjourned

- a. 7:45

16. Next Meeting

- a. 4th Monday, September 23rd at 6 P.M.