

Ministry Team / Committee: Property Team

Date of Meeting: 10/17/2016

Chairperson(s): Ben Altman and Jeremy Vent

Topic	Discussion Points to Note	Actions, Decisions, Recommendations
Gathering Prayer and attendance	Ben Altman, Jeremy Vent, Terry Shober, Don Replogle, Wynn Leppert, Fred Fluke, Fred Shumaker and Pastor Short	
Survey Of All Areas Of Building	**NO INTERIOR INSPECTIONS PERFORMED THIS MEETING	
Social Room, Kitchen Area, Storage Area	**NO INTERIOR INSPECTIONS PERFORMED THIS MEETING	
Nave, Narthex, Front Stairwells	**NO INTERIOR INSPECTIONS PERFORMED THIS MEETING	
Trinity Hall, Kitchenette, Ramp Entrance, 1 st Floor Halls, and Restrooms	**NO INTERIOR INSPECTIONS PERFORMED THIS MEETING	
2 nd Floor Halls, SCS Rooms, Choir Rooms, Restrooms	**NO INTERIOR INSPECTIONS PERFORMED THIS MEETING	
Exterior	**NO OUTSIDE INSPECTIONS PERFORMED THIS MEETING	
Recent Projects Completed and Reports from Team Members	<ul style="list-style-type: none"> -Repair window opening in Trinity Hall. -Repaired ceiling cracks in 3rd floor Sunday School Room -Repaired many cracks in walls & Ceiling in Sunday School Room Storage room -Painted Sunday School Storage Room -Installed a chair height toilet in rest room by ramp - assembled & hung new coat rack in ramp hall & second floor hall -Replaced exposed electric wire in janitor closet with conduit & a wall switch -replaced ballast in kitchen light & found that 15 out of 32 bulbs were burnt out -replaced ballast in bell choir room (bulbs ok) 	- Fred Fluke

Update On Other Projects	<ul style="list-style-type: none"> -Ceiling Tiles/ Water Issues in area of Main Electrical Supply Panels -Wrought Iron Railings on Parish House/Narthex Ram will be explored further in future months Secure Carpet to Post (social room) -Insulating Box for cover exhaust fans in Attic of Nave -Stain & Paint baseboard in Halls & Entrance -inspect/mortar around exterior of new addition -Front window of Parish House reglazing -Front Windows in Parish House reglazing -paint social room restrooms & Inspect peeling wall in storage room -Discussion on Replacing Stained Glass Window Coverings - estimate of \$32,400 from Glass Erectors Inc.. Good through mid-2017 	<p>Fred Fluke</p> <p>Wynn Leppert (spring project)</p> <p>Ben & Eldon (in process)</p> <p>Wynn Leppert (waiting on Knisley's)</p> <p>Don Replogle</p> <p>Pastor Short and Cliff Clark (Cliff to send working up to mortar)</p> <p>Fred Fluke</p> <p>Fred Fluke (checking into)</p> <p>Pastor Short and Dan Henderson (in process)</p> <p>Pastor Short</p>
Monthly Property Stewards	<ul style="list-style-type: none"> -Nov. – Ben A. & Jerry R. -Dec. – Jeremy V. & Rick S. -Jan 2017 – F. Fluke & D. Replogle -Feb- F. Shumaker & J. Vent 	
2017 Parish Ministry Budget Proposal	Completed Property Expenses for the 2017 Parish Ministry Budget	
Next Meeting	February , 2017 (Date TBD) 7:00 pm	
Submitted by	Jeremy Vent	