

Property Ministry Team Minutes of the August 1, 2017 Meeting		
Topic	Discussion Points	Action
In Attendance	Dave Betts, Wayne Hullihen, Janet Raines, Don Replogle, Terry Shoher, Pastor Short	
Call to Order	The Meeting began shortly after 7:00 pm, with prayer led by Pr Short, who also thanked the committee for their flexibility in rescheduling this meeting.	
Reports from Pre-Meeting Inspections	<ul style="list-style-type: none"> • Dave Betts inspected the Kitchen and Social Room. Met Presbyterian Free Community Dinner servers, who shared very positive reviews of the facilities (nice to hear!). No major concerns to address. • Wayne Hullihen inspected Trinity Hall, stage, and kitchenette. No major concerns to address. • Fred Fluke inspected the exterior of the Parish House (and shared a written report via email.) <ul style="list-style-type: none"> ○ Wood Moldings around 3rd floor exterior - the vertical pieces on corners is rotten on their bottoms and the paint is flaking. A horizontal piece on west side near roof has a piece broken from it. ○ The paint is flaking badly on the 3rd floor front windows but the rear ones are not as bad. ○ A piece of brick is broken away from a PVC pipe on the north side ○ The paint is flaking on the porch floor ○ Drip molding all around the 3rd floor needs to be repainted ○ Several places the mortar joints needs repaired as following: 1st floor Northwest corner above rear entrance door and also holes in bricks there and the chimney on 3rd floor and above roof line. ○ I (Fred Fluke) have the parish house front stained glass almost all stripped. There are four panes that are broken. I have talked to Lacy Knopsnyder's parents and they are to give her the message to call me. Hopefully she will be able to help find replacement panes. ○ I (Fred Fluke) have received a Thrivent Action Team grant to help cover the cost for restoring those windows. ○ The bricks for the sidewalk near the ramp and alley need to be re-leveled. • Pr Short inspected exteriors. Potential (modest) ruts in the brick sidewalks may need to be addressed after window project is completed (due to weight of lift). • No reports shared regarding Narthex/Front Stairwells/Nave/Altar, Ramp Entrance & Stairwells, or 2nd Floor SCS Rooms/Choir Rooms/Halls. 	Pr Short will contact local firm to inspect.

<p>Inspectors for Next Meeting – October 23, 2018</p>	<p>_____ - Social Room, Kitchen, Basement Restrooms& Storage Dave Betts - Narthex, Front Stairwells, nave and Altar _____ - Trinity Hall, Stage and Kitchenette Don Replogle - Ramp Entrance, Stairwell, 1st and second floor restrooms. _____ - 2nd Floor SCS Rooms, Choir Rooms, Halls Terry Shober - Exterior: Sidewalks, Grounds, Church and Parish House.</p>	<p>Need to recruit 3 members to inspect unclaimed areas and report to next meeting.</p>
<p>Property Stewards “on call”</p>	<p>May - Not aware of any calls to Elden Lorah & Ben Altman June - No calls to Wayne Hullihen July - No calls to Dave Betts August - Don Replogle and Terry Shober September - Wayne Hullihen and Dave Betts October - _____ November - _____ December - _____</p>	<p>Need to recruit 3 teams for October, November, December.</p>
<p>Recent Property Issues Addressed</p>	<ul style="list-style-type: none"> • Storage Unit in Office – Fred Fluke completed (very nice!) the custom, built-in storage drawer unit in the Church Office. • Restoration of (1st floor) Parish House Front Windows - Fred Fluke is presently working on the repairs. • Door Hinges/Closers in rear of nave – Pr Short reported that this upgrade will be accomplished in the broader Altar/Nave Renovation proposal. • Refinishing Baseboards in Entrances and Halls - Don Replogle has completed some of the project. 2nd coats etc yet to come. Inviting his Confirmation Youth whom he is mentoring to work with him. • Painting Exterior Wrought Iron – The project was postponed due to rain earlier this year. Will be rescheduled for this fall. Wynn Leppert will coordinate. • Peeling Paint in Basement storage area and stairwell - Wayne Hullihen suggested looking into an interior water-sealing paint (designed for this purpose) called “Thoroseal”. • Masonry/Mortar exterior of new building - mortar continues to degrade into a gritty dust. Have inspected w/ Cliff Clark. Waiting for work to be completed. Pr Short will follow-up • Stained Glass Window Coverings – Painting of the white sills has been completed. Window coverings scheduled to be replaced beginning Monday, August 7, and expected to take (up to) 3 weeks. • Signage near Ramp Door - Pr Short still working on options, with Pr Weinhold and Dorothy Vensel for artistic input. 	<p>Fred Fluke will coordinate</p> <p>Don Replogle will coordinate</p> <p>Wynn Leppert will coordinate</p> <p>Pr Short will follow up with Cliff Clark</p> <p>Pr Short will monitor</p>

<p>Recent Property Issues Addressed... (continued)</p>	<ul style="list-style-type: none"> • Altar/Nave Renovation Team – in preparation for our 250th Anniversary. The ad hoc team has recruited an interior design consultant to help draw many facets of the project together. Cliff Clark is working to help recruit and organize contractors and bids. Work includes flooring upgrades (use of tile, wood, carpeting), “period painting” of the walls and moldings, use of marble as accents at the altar/chancel, use of accents in the wood carving reliefs (already present), rewiring and winching the existing 8 lights so that they can be lowered for safe and convenient access, and more. The work will also continue into the (front) stairwells and narthex. A presentation to the congregation is planned for this Fall once some renderings and costs are prepared. • Air Conditioning Unit – Pr Short reported some serious issues w/ one of the (new) A/C units. A faulty condensate pan (under one of the new units in the attic above the nave) has allowed damage to the ceiling of the nave. Pr Short is working with Knisely’s to correct the situation. • Janet Raines, a guest at the meeting, noted her appreciation of the scope of the work which this committee monitors and accomplishes. 	
<p>Upcoming Meetings:</p>	<p>Monday, October 23, 2017; 7:00 pm (regular meeting)</p>	
<p>Meeting adjourned at 8:00 pm Submitted by Pr Short</p>		