



## **PROPERTY COMMITTEE MEETING**

### **MINUTES AND ACTION STEPS**

**March 4, 2021**

**CHAIR: Chris Manry**

**ATTENDANCE: Ken Koehler, Belinda Hammond, Chris Manry, Robert Parry, Paige Crowther  
Bob Crowther, Jimmie Espich, Neal Shawen**

#### **A. BELINDA'S REPORT**

- Masters Mechanical relocated the exit sign near the sanctuary choir loft. Chris stained the wood where the sign had previously been. They also worked on the 2 mini splits in the library and found there is a refrigerant leak. They plan to return to locate and repair the leak. Security 101 has completed the installation of the intercom system at the office entrance doors. Neal cleaned the grease trap in the kitchen in preparation for a possible inspection by the city wastewater inspector. Two P-tac units need to be replaced (compressor issue). Rooms 116 and 121. The faucet in the sink in room 116 needs to be repaired or replaced. The outside storage room where the kiln is located needs to be cleaned out and reorganized. Also, the boiler room is in need of some reorganization.

#### **B. KEN'S REPORT**

- Ken spent a day last week picking up all the branches and debris on the church grounds. He also fixed a leaking pipe in the hall behind the sanctuary and with the help of Neal replaced the damaged ceiling tiles.

#### **C. COMMITTEE MEMBER REPORTS**

- Neal has informed us that the contractor who worked on the gas line repairs for the city is responsible for fixing the sink hole on the church property. He plans to call them to address the problem. Also, he has some ideas about the reorganization of the boiler room. We all volunteered to help in that endeavor.

#### **D. ACTION STEPS**

- Jimmie Espich has volunteered her expertise in taking care of the flowers and bushes near the office entrance in the near term. She volunteered to have a walk around meeting with members of the property committee to make a long-term plan for improving the appearance of the grounds. This will involve pruning, and replacing some of the plants and trees on the grounds. She, Belinda, Paige, and Hilary are to schedule this meeting in the near future. We have scheduled a tentative date of April 17 for the clean up of the outside storage room and possibly the boiler room. Paige has volunteered to spray the weeds on the grounds in the next few weeks.

**ITEMS FOR SESSION: NONE**