

Elizabethtown Church of the Brethren

Resources Commission **Minutes**

Senior High Room

September 4, 2023 7:00

Attending: Kurt Sollenberger, Duane Hernley, Doug Good, Jeff Eisenbise & Don Ziegler

Review/approve August minutes

Approved

1. **Flooring updates-Amy** New tile in old stair wells polished. New stair treads to be installed in Ed wing near parking lot starting Sept. 5.
2. **2nd Attic bat estimate? Amy** 2nd pest control co. has not replied with estimate. Amy to prod them a bit and possibly look for a 3rd estimate.
3. **Plaster in sanctuary** Duane to get lift and along with Kurt, brush the loose plaster from the ceiling.
4. **Status of ECCC and IU 13 Leases** Neither lease has been signed and we have not heard back from either party.
5. **Options for ECCC during kitchen renovation?** We need to try to help ECCC find an off site kitchen facility for when we do upgrades in the kitchen. We do not have an acceptable alternate location within our building.
6. **Kitchen and FH update-Duane** Some of the old kitchen cabinets have been removed and necessary contents moved to shelves in storage closet. Doug Good will help with further kitchen demolition.
7. **Stage storage closet update** Door hardware has arrived and doors scheduled to be hung starting Sept. 5. (they are hung as of this writing).
8. **Utility costs and HVAC system training progress** This is still not going well, systems still not communicating with each other. We are withholding our last payment till this is resolved. We also have 2 HVAC units that we've purchased, stored at the contractor's location. Amy to find out our original cost on these units. The contractor may be willing to purchase these back from us? It has been determined that these units are not sized properly for any of our current or near term needs. We also have 5 ceiling units stored on site. We would probably be wise to keep some of these units?
9. **Shed (small one) roof repairs vs. a new, bigger shed** No specific decision made. Do we need to have the smaller shed? Can we clean out enough from both sheds to consolidate into the larger shed. Doug to investigate the condition of both sheds.
10. **Boiler estimate (sanctuary), should we be getting AC unit replacement estimates?** Amy to get accurate estimate to repair our existing boiler before the upcoming heating season.
11. **ECCC tension-how do we continue to coexist when they're not following the guidelines we've set? Update from Amy on our accountability guidelines. What has changed, what isn't being followed? Are we doing a weekly walk through? Amy has created a checklist for kitchen and FH. ECCC is getting a new cook and Kurt will insist that he and ECCC leadership meet to discuss expectations for the kitchen. Jeff E. was in agreement with this approach.**
12. **Library-what does that space look like in the immediate future?** No decision made, Kurt will meet with Judy Shank
13. **Updating rental agreements and costs** **This was moved to next meeting due to time constraints., we all need to go over these docs consolidate into one/two docs.**

NEXT MEETING—October 2, 2023