Elizabethtown Church of the Brethren Resources Commission Minutes Senior High Room

July 10, 2023 7:00

Attending: Kurt Sollenberger, Duane Hernley, Doug Good, Jeff Eisenbise, Ken Shaffer Naomi Kraenbring and Don Ziegler

1. Review/approve June minutes **Approved**

2. Ken Shaffer-Finance committee concerns regarding

our property insurance coverage. Ken reported that the finance committee felt that they should be included in the decision to acquire/change building insurance. Resources would like to be clear that they did not intend to leave the finance committee out of the decision to change insurance companies. There is concern from Finances that the building may be underestimated for insurance purposes. It was agreed that a better assessment of the building's value is needed for insurance purposes. Resources is happy to have Finances take the lead on this with reporting to resources. It was reported that currently the cost of building insurance goes up approximately \$900/year/million\$ insured.

- 3. Update on building project status-final punch list still not complete-Amy said July 17 is the start to the final push to finish ALL work working evenings
- 4. Update on current projects
- -hall/stairwell flooring project starting today
- -stair tread project for ECNS stairwell and kitchen in the works
 - -women's bathroom finished/current condition Resources toured these areas to see progress
- -FH and kitchen project up for council approval next week/ make sure we have our ducks in order -stage storage closet status
- -two stairwells painted, remaining two soon to follow week/ make sure we have our ducks in order -stage storage closet status
- -two stairwells painted, remaining two soon to follow Ken Shaffer & Finance are to have a 4 pt. presentation (PDF) to the church office this week for a council meeting. In terms of finance:
 - 1. Where are we now with the building project?
 - 2. Where are we now with our investments?
 - 3. Where are we with restoring \$ to funds we borrowed from?

Resources will need to also have a presentation on the work to be done in FH & Kitchen with a total cost of \$175,000.00 also a PDF to the church office this week.

Jeff E. to make an introduction at council with motion.

Finances to make a presentation next with a PDF that the entire congregation can see. Resources will be presented next etc.

5. Bats in the belfry—options

Agreed that we need another estimate.

6. Balcony lights on order

Kurt working on this

7. Plaster deterioration in the sanctuary possible to slough off loose plaster and paint.

Kurt & Duane will try to rent a lift and see if it is

8. Water issues-yesterday's storm created some issues, not major but a continuation of prior problems

Flat roof over North stairwell leaked some and drain in rear exterior utility stairwell clogged. This drain was clogged and leaky roof was likely due to intense rain blowing from the north on Sunday eve. We will contact GSM to see what they say.

- 9. Utility costs spreadsheet-Duane briefly looked at increased utility consumption and costs. We are not seeing any savings due to the new system. Thank you Duane for your reporting! We need to get with the contractor to know how to properly use the system to minimize our cost while still making the building comfortable at appropriate times. Suggested that we create a written SOP (standard operating procedure so that this information does not reside solely with one person and when that person is gone, no one will have the info. Kurt indicated that there is a gas line to the roof of the education building and was wondering of its purpose. After sleeping on the question DZ has surmised that on a large commercial heat pump like this, the backup system would likely be some less expensive fuel rather than electric resistance heating as is used on a residential unit. Other than possibly a pilot we will not use gas unless the outside temperature drops below the limits of the heat pump to keep up with the load. (in extreme conditions the outside loop can freeze up.)
- 10. Tenant lease agreements—need to decide increases and have new leases out by month's end Considerable discussion on this topic. We agreed that our expenses related to ECCC are considerably higher than our return financially. How much does the congregation want to subsidize this ministry? We need to get together a clearer, more accurate picture of these expenses and get congregational input for next year. In the meantime we agreed to raise their rate 10% knowing that this does not even keep us in line with what we were charging before the pandemic and this latest round of approximately yearly double digit inflation. Last year we only raised the rate 3%. We are also feeling the need/desire to incorporate more tenant financial accountability into our leases relating to damage and wear & tear on our building; hopefully giving incentive to take better care of the building. Doug Good will check with other churches and ask about how they operate daycare in their buildings.
- 11. Parking lot sinkhole May have gotten larger over this last week. Duane has a contact that may be able to run a camera through the pipe under the sinkhole and entire length to assess the condition of the pipe.

Need to get an update on HVAC equipment that we purchased but is not on site and make decisions about what to do with it.

Need to address the status of our boilers for the upcoming heating season.

Next meeting August 7 2023 7 PM youth room. Respectfully submitted Don Zieger