

Elizabethtown Church of the Brethren

RESOURCES COMMISSION MINUTES

Senior High Room

February 6, 2023 7:00 - 9:00 PM

Present: Kurt Sollenberger, Duane Hernley, Doug Good and Don Ziegler

1. Review/Approve January minutes
2. In progress or soon in the works:
 - a. Pricing for a new boiler for the sanctuary—no word yet, Amy is checking back to see what the holdup is—we need to have a plan in place for next heating season. No action
 - b. Exterior masonry work on brick and front porch—still in progress, need to confirm all that is expected to be done. Kurt to be in contact with mason to find out what the original bid covered.
 - c. Memorial Lobby/narthex painting, decorating, organizing—need to keep all areas organized, and furniture and decorating requests to go through us. Committee formed (Lisa Clemens, ...) to work on setting up one alcove as a Brethren history display. This area to possibly include benches/pews from Germantown and Washington Street meeting houses.
 - d. Rooms will need work once construction ends--Naomi's office finished—painting, new coat rack, new mirror, new floor covering under her chair. Kurt to communicate with contractors about completing rooms that have not been painted first (old heat removal) so that those rooms can be completely painted all at once rather than in 2 phases (like the youth room).
 - e. Narthex bathrooms underway—should be completed next couple weeks
 - f. Office painting and carpet—still waiting for wiring to be completed, desks to be moved, then we can finish patching, painting, and install carpet—hoping we can have that done within the next month
 - g. Deeper look into service contracts, utility bills, vendor contracts (trash)—Amy has met with Siemens and it looks like when our Simplex contract is up we can switch fully to Siemens for our fire/security monitoring systems and save over \$1000/year. Amy negotiated half off our garbage service, they had increased it to \$700/month so she got pricing from another company, Republic, our current company said they'd match the \$350. Not sure which she decided on. Need to look into taxes on utilities (PP&L).
 - h. Choir room soon ready for work—painting, floor is in good shape, will need shined, possible renovation of choir robe corner into office space for music coordinators. Decision to “get rid of” choir robes. Rachel & Kim to go though music in file cabinets - this will allow space for both to have a work space in that room.
 - i. Stairwells once construction wraps up—paint and new treads
 - j. Stage storage project—building committee will handle this project
 - k. Kitchen issues/solution—getting prices on new stove/ovens, old one would be costly to repair—overall evaluation and plan moving forward needs to happen--involving all parties who use the kitchen.
 - l. Data/phone installation complete—phone system working well, WIFI in place, and now we are independent from the college

- m. Roof inspection and gutter cleaning happened last week, spouting issue at portico where water gathers and freezes, a broken slate tile that may need attention
 - n. New heating system scheduled to start being switched over Feb 21, we'll need to do any wall finish work, baseboard, etc. once they remove the old system
 - o. Complete cleaning and sealing of all 5 first floor bathrooms to happen the week of 2/13 **\$800 quote.—getting pricing to do a deep clean of the FH an kitchen floors when they come this week. Suggested that we add the elevator floor to this list to be done with bathroom floors.**
 - p. Parking lot lights were fixed 2/9
3. Discussion of ECCC/ECNS concerns—potential remedies, cleaning issues—**met with ECCC directors and Pat Williams (Duane and I) and had a good meeting—Amy has had talks with the cleaning people to do a more thorough job—we listed to ECCC concerns and addressed some of our future plans for improvements. Suggested that we limit child care access to Centennial garden entrance and the parking lot & South Mt. Joy street entrances to the education building. This will greatly reduce traffic into and out of Memorial lobby.**
4. Spring plans
- a. Landscaping. Request came from Climate Crisis Action Group to plant trees on church property. Request denied with the possible exception of a tree to replace the large oak recently cut down on the South Mt Joy street side. Maintenance issues cited. CCAG to bring proposal to Resources for replacement tree.
 - b. Parking lot sealing and striping
 - c. Complete list of potential projects once building project is over
 - d. Other concerns?

NEXT MEETING—March 6, 2023 7:00 PM Youth Room