

**Elizabethtown Church of the Brethren**  
**Resources Commission Agenda**  
**Youth Room**  
**August 5, 2024 7:00**

1. Ask for forgiveness regarding the June minutes, I told Don I'd do them and promptly procrastinated, now my brain isn't remembering when I look back at the topics—sorry! ☺ **Not waiting 6 weeks this time, here they are!**
2. Amy's update—HVAC service contract, fire panel upgrade and continued alarm issues, continued HVAC thermostat and control panel issues, new sewer trap and repaired outside lines, anything else on her mind **HVAC contract—we signed a service contract with Brubaker, Inc. for system maintenance and regular filter replacement. Finally heard today that the guy who handles new accounts has been out an extended time for some sort of an emergency—should be scheduled soon? Fire system—waiting on Siemens for a quote to replace our fried (electrical) computer board in the attic—the strobes in the sanctuary aren't working. Need Nolt to run new wiring to the point where the board is to be installed. HVAC system—4 thermostats were replaced, waiting to see if they work, new computer panel to be installed this week—Kurt to communicate with Horst and contractors—if this doesn't work then what—financial remuneration? New sewer trap and line repair is complete.**
3. Pavilion update—review Jeff's most recent basic plans, received Dave Christian's final feasibility

study, met with Todd Smeigh to discuss the study and D.C. Gohn continuing when needed since Dave is retiring, awaiting estimate for producing detailed plans from two architects, Jeff is getting some preliminary building cost estimates from various contractors, plan for a congregational meeting to discuss the project (mid-September) **Need to be prepared to answer questions about cost, financing, and why and how a pavilion would serve the congregation.**

- 4. Tenant issues/concerns—Leases going out with the agreed upon 3.2% increase. IU 13 has signed their new lease, ECNS has their new lease but has not yet signed it (both of these are school year terms), ECCC lease to go out by the end of the month. Continued kitchen situation—it's been better, but the floor cleaning still needs improvement—would like to hire an outside contractor and charge ECCC for this service and just add it to their lease. I've offered them this option and there has been no movement—Michael just doesn't do it to our satisfaction. Need new flooring where old sewer trap was located in the ECNS classroom. Amy to do any room repairs before ECNS starts. I would also like to do the vinyl cove base in the ECNS hallway, and make sure their rooms are ready for occupancy—floor cleaning, stairwell deep clean? Amy to work to make sure ECNS rooms are ready. Kurt to contact ECCC to arrange a possible once a week floor cleaning to be paid by ECCC. Kitchen has improved, but the floor still is a concern. State inspection happened today—minor out of compliance issues included a slow draining hand sink, grease**

issues above stove including the range hood filters, some food stored incorrectly, need for sanitizer strips at dishwasher. Amy is working with ECCC to correct these issues.

- 5. Discussion to bring to the board and congregation at some point—the future of ECCC in our building? Costs vs. benefits to the church and community? This is not necessarily imminent, but I think we need to have a real discussion involving a really detailed look at the monetary costs as we continue to seriously exceed our budget. I know the CAT survey says we value it, and it is a great service to the community. I also feel that most in our congregation don't understand what the cost is as we heavily subsidize their operation financially, and most of our daily headaches are ECCC related. We will continue to update our spreadsheet to show the growing cost to subsidize our tenants. We are frustrated that our budget is never nearly enough to cover our expenses, and much of it goes to support the cost of maintaining a building that is heavily used mainly by tenants. This hamstrings us when we think about other projects we should be considering,**

**NEXT MEETING—September 2, 2024**