

Elizabethtown Church of the Brethren
Resources Commission Minutes
Senior High Room

August 7, 2023 7:00 pm

Present: Amy Zimmerman, Kurt Sollenberger, Doug Good, virtually Jeff Eisenbise first 10 min. Duane Hernley Last 10 min.

1. Review/approve July minutes **Approved**
2. Jeff–accountability plan for tenants **Conversation with Jeff E. led to a plan to not add more to the rental agreement, rather generate a separate list of expectations to be hung in the kitchen and other appropriate locations with this list referenced in the agreement. Amy to administer/monitor compliance as a part of her position. Kurt & Jeff to meet with ECCC 8-8-2023**
3. Elevator issue **We/Amy have been informed by the elevator co that our piston is scratched and the hydraulic fluid has leaked. Kurt indicated that we replaced the elevator in the last 2 years costing over \$200,000. We need to try to hold the company responsible.**
4. Budget update **We have already overspent our budget for the year due to unforeseen and uncontrollable expenses and needing to finish work not included in the “building project” We will continue to monitor and report to the board our expenses and progress.**
5. Sinkhole update **The pipe has been temporarily patched. It is suggested that the entire pipe be replaced before the parking lot is repaved. We have made a decision to postpone that work till hopefully some time in the future when repaving becomes necessary. We had a quote of \$9200.00 to replace just from the sinkhole to the inlet. We think it makes sense to replace the entire pipe as one project.**
6. Parking lot lines **Amy got an estimate of \$8,500 to seal the cracks and paint lines and the college has agreed to pay half. We are proceeding with this work. Amy will check with Crystal about the plan for which lines are to be white and which ones yellow (designated for college parking during appropriate hours. Some spaces for Atlantic NE Dist. were moved - check with Kurt S.**
7. Flooring updates (stair treads?) **New stair treads will be installed next week. East stairwell of Ed building and both stairwells to kitchen.**
8. Attic bat situation **Amy reports that the bat situation is worse since we last met. We are waiting for a second quote.**
9. ECNS and ECCC leases **Kurt & Jeff to meet with ECCC 8-8-2023**
10. Stairwell painting **Stairwell painting is nearly complete**
11. FH clean up and storage closet update **Duane H. took charge of getting the church things (music etc.) out of FH. ECCC is gradually moving away and sorting their things. We are waiting on door hardware so Jeff Mummau can install doors to the new closet.**
12. Building project status-is everything done? HVAC computer and programming issues **Building Project is “complete” Amy will receive instruction on how our HVAC is controlled/programmed Aug. 8-8-2023. We need to have our own instruction booklet and have an additional person/ persons trained to use the system in the event that Amy is not available. (backup)**

13. Roofing repairs, spout cleaning, tree trimming **Roof is repaired and did not leak with the last hard rain. Spouting cleaned and trees trimmed.**

14. Boiler update? Sanctuary A/C system. Need pricing so we're prepared to make an eventual Decision **Amy has gotten an estimate of about \$20,000 to \$30,000 to replace the leaking boiler. We need to find out if we can use the new HVAC units that we own (on site and off site) to replace the boiler for both heating and cooling purposes in FH & Sanctuary. We also need to investigate balancing the temperature in the sanctuary. It seems like we may have hot and cool spots and that temperature is not even.**

15. Update the Resources Commission description or ok as is?
Resources Commission (description) [Below](#)

The Resources Commission has responsibility for planning and development of the congregation's total resources of corporate talents and abilities, property, and time, so they can be dedicated to the purpose of God through the church. Resources Commission shall assume responsibility for addressing the physical needs of the church building and property, among other things.

Time requirements:

Meeting for 1.5-2 hrs 11-12 months a year

Specific member assignments 2-3 hrs per month

Qualities Needed:

Problem solver

Skill Set Needed:

Related building maintenance and grounds management

Chair & vice have additional responsibilities:

Group management, agenda development, report writing

Attendance at Board & Church Council meeting

NEXT MEETING—September 4, 2023 7 PM in "youth room"

Respectfully submitted

Don Ziegler