

Buildings & Grounds Committee - Meeting minutes for 12/4/13

Present: Ann, Agata, Donna, Katrin, Gina and Cheryl

No Board Action Needed

Sexton: There has been an ongoing problem with heat in Donna's office. Jack will stick with it until it's fixed. Right now it takes 10 hours to go from 62 to 68 degrees. We will leave it on at a continuous 68 until it is fixed.

Agata and Radek did beautiful work on the kitchen and Social Hall floors. On top of that they painted all of the baseboards. Thank you!

A lot of salt is already being used. Gina will have another chat with the folks who spread the salt. Presently it costs us \$70 to do the shoveling on the sidewalk in the front and the back and then \$42 to sand/salt each time. Gina felt we needed a new carpet at the entrance to the office.

Gina suggested that we need a liaison for Agata and Radek. Katrin suggested Vassie since she was the liaison for Zeus. We are asking that Vassie take this on for the present Sextons.

The Board is having a budget meeting next Thursday. Cheryl gave Ann and Jack a copy of our 2012-13 projections to take to the budget committee. The Sanctuary was \$8000 over budget this year due to circulator pumps, rats, sewer pumps etc.

Parsonage: The sewer line is scheduled to be redone in the spring due to so many roots entering it – approximately \$3000. Cheryl suggested that we cut down the tree that is invading the sewer line to help the situation.

Hand in Hand: Lauren has signed a contract and is therefore covered under our insurance. She proclaims in the contract that she is now a 501 C 3 organization. Ann will look into that as well as finding the paragraph in a letter that states that Lauren is now covered by insurance. B&G asked that the letter be attached to the contract. In the contract it mentions a committee being set up that will help Lauren communicate with the Church. B&G feels strongly that someone(s) from B&G should be on the committee.

Board of Trustees: Ann Marinello made a motion to hire an architect to understand our space needs and possibilities in the Parsonage and the Sanctuary and Parlors. Jack is going to ask Charles Egbert to help out.

Web Site: The committee is looking for content. Gina suggested that next month we need to spend some time thinking about a description of what buildings and grounds does as well as helping set up the area for weddings – with rental rates, pictures, an outline of what is expected etc. Neil Stannard is the head of the web site/communication committee.

Kitchen: Thanks to Gina the coffee kit is made up and working. Also thanks to Gina, we have a new message board in the kitchen. Gina has made up a book – the Idiot's Guide to the Kitchen – to make sure everyone can find details of how to run the dishwasher, how to wash dishes by hand etc.

The next meeting will be January 7, 2014 at 6:30 in the Social Hall. Happy Holidays to ALL!

Sincerely,
Cheryl Brush