

Ministry Team / Committee: Property Ministry Team Date of Meeting: 10/17/11

Chairperson(s): David Betts and Dan Wakefield

In Attendance: Dave Betts, Dan Wakefield, Pastor Short, Dan Kerr, Chris Turner  
Wynn Leppert, Don Replogle,

Topic	Discussion Points to Note	Actions, Decisions, Recommendations
Property Steward Schedule	October; Dan Wakefield & Dave Betts November; Wynn Leppert & Don Replogle December; Chris Turner & Dan Kerr	January: Dan Kerr & Wynn Leppert February: Dave Betts & Dan Wakefield
PA System In Social Room	Dan Wakefield will look into this	Committee approved the purchase of an amp, Wired and Wireless Microphones, and 9 Speakers. Dan will make the purchase. He will install with the assistance of Josh Wakefield
Painting Repairs on 1st Floor Ceiling in Education Wing	Don R & Jim McElroy will inspect	Don & Jim will handle this project
Cabinets	Dave Betts will inquire	A representative from YBC will meet with Dave & Pastor 10/26 to measure and advise. A 3D quote will be given after the visit
Fire Escape Removal	Removal of fire escape on the rear of the parish house will be handled by David Betts.	Demolition permit costs, discussion with Building Department, arrangement of contractor to do the labor with payment being handled by scrap. It will be removed very soon.
Exterior Painting	Painting of all the white trim being requoted possibly utilizing the lift time with the steeple repairs	Deremer Painting has completed this project. They also repaired a few places of mortar that have need done
Ramp Stair Area	Trim details on the ramp stair area need to be finished	Don Replogle will fabricate the final trim piece to complete this project. Thanks Don.
Parish House	The reclamation project in underway.	Vicar will "Blow" the water pipes to assure no damage will happen from freezing this winter.

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Steeple/Roof	The shingles replacement will begin late October or early November. During the shingle replacement, Beckett will inspect the steeple and quote the repairs.	George Beckett & Sons will complete the work on the shingles. We were presented with an opportunity to upgrade from the 30 year lifetime to a 50 year lifetime HD shingle at no additional cost to us. A special purchase through YBC has made this possible.
Lighting of the Trinity Symbol	TJ Reilly to be contacted	TJ installed the new fixture. Please come by the church after sunset and see the brightly lit area. It not only lights the symbol, it provides security lighting for this dimly lit area.
2012 Budget	Presented by Pastor Short	Approved and submitted to Finance
Thermostat	Vicar Tormod will explore the relocation of the thermostat for Trinity Hall	Done
Maintenance Schedule	Routine maintenance schedule will be sent to all committee members in the near future. Wynn Leppert has a copy on his computer and will forward it.	Thanks
Snow Removal	Snow removal was discussed. Tim Ford will continue to plow and shovel anything heavier than 2 inches. Richard Crawford will be on an "on call" basis to do anything less than 2 inches.	Discussed and this will remain the schedule for 2011/2012
Burglar System	Motion Dectector Alarm System is to be installed.	Completed.
Donated Shelves	Bill & MaryAnn Martz Donated a few shelves	Don R will investagate the installation in the Banner Room
Next Property Team Meeting	1/9/2012	