

**Properties Committee Minutes**  
**June 21, 2010**

**Present:** Rita Bussian, Kris Bell, Susan Brodd, Dick Kohl, Jim Miller, Rick Petzke, Loretta Bailey, and Ken Anderson

Ken called the meeting to order and lead the committee in the Lord's Prayer.

**Budget:**

The budget was reviewed and our spending is within budget.

**Progress on Previously Discussed Items:**

- The second freezer for the kitchen has been delivered. Sub Zero donated the freezer, our cost was \$250 for delivery and setup.
- Rita and Dick have installed a grip tape, for safety purposes, to the new steps leading to the church.
- The carpet has been cleaned in the FLC.

**Other Business:**

Rita obtained bids to clean the carpet in all areas of the building, except the sanctuary. The bid also includes waxing vinyl floors. The total cost would be \$3845.78 plus \$769.50 for the FLC which has already been cleaned. The bid will be forwarded to the council for a determination.

Rita obtained a bid to fix remaining cracks in the parking lot blacktop. The bid of \$600 was accepted and Rita will contact American Paving to request the work be completed.

Rita obtained a bid for sidewalk repair from Capitol Concrete. The bid is \$3675.00 and includes several areas of sidewalk that is damaged. The bid will be forwarded to council for a determination.

A salad bar with cart has been purchased for the kitchen. The expense is covered by Karen Emerson as a memorial to her son. The balance of the cost will be taken from Memorial Funds.

Pastor Tews asked Rita to check into replacing some of the floor mats that have become worn. These mats are in various parts of the building. Five mats have been ordered for a cost of \$900.00. The mats were purchased from Consolidated Commercial Matting.

The status of the large carpet cleaning machine was reviewed. This was originally donated by the High School. It was determined that it is not feasible to keep operating, due to cost of the cleaning supplies and the batteries that are required for the machine. It was determined that the machine will be disposed of as follows: 1 – Put an ad in the synod newsletter, to see if other churches might be interested, 2 – Put an ad on Craig's List, 3- Take to recycling center.

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Pastor Tews asked the committee to consider how the office equipment could be arranged. Several office machines are currently in the hallway. This causes a noise concern and partially blocks the hallway. While this is not an immediate concern, the committee has considered this issue. The committee would like to see the equipment placed in the space formerly occupied by Pastor Jeff. This space was previously wired for this purpose. The committee is seeking input by the staff on this proposal before any decisions are made.

Committee members thanked Rita Bussian for her dedicated service the past five years. Everyone is going to miss her. Thanks also to Loretta Bailey for the dessert she provided to thank Rita for all she has done.

The meeting adjourned at 7:15pm. The next meeting is scheduled for August 16<sup>th</sup> at 6:30pm.

Submitted by Ken Anderson