**FACILITIES COMMITTEE MEETING**

 **December 3, 2019 @ 4:30pm, Verona Campus**

Attending: Brent Marshall, Barb Friberg, Jim Edgerly, Rick Blum (staff), Rick Thomas (staff), Max Seeland, Josh Enslin, Polly Carter

The meeting opened with a devotion by Barb. She read Isaiah2: 5: “Come, let us walk in the light of the Lord.”

**Fall Cleanup Day October 26th:** Rick T. reported that a lot of tree trimming and leaf raking was done at the Madison Campus. Rick B. said they had a lot of help with clean-up at Verona Campus. Barb reported that the perennial flower bed at Verona Campus was dug up with plans of replanting it next spring. Volunteers also worked at cleaning up of the area around the berm, and also food pantry garden. The committee feels that these spring and fall clean-up days have grown with volunteer help, and it is important to always have a list of areas that need work.

Jim said that there is debris along the fence at Verona Campus that needs to be cut/cleaned out. We also need to make sure that the berm area, and top of the hill area are kept mowed. We discussed if we should have a winter clean-up day which would be doing inside work at both campuses. It was then agreed that we could incorporate inside work and outside work on the same day for the spring clean-up. Last spring’s clean-up day was the Saturday before Easter, and we had a good response from volunteers. We are looking at a tentative date of April 11, 2020 for our next spring clean-up, which is the Saturday before Easter.

**Room Rental Rates:**  Rick B. told us that we receive room rental income for rooms used at both campuses. There is no charge for church sponsored events. Currently we receive rental income from the Pentecostal Church using the Madison Campus; volleyball groups using the Verona Campus gym, and MSCR for yoga classes. He says they have inquired with other churches on rates they charge to see if they are in line. Another question, can we take in more room rental income? At this time, this is just informative for our committee.

**Safety Concerns:** Rick B. reported that an individual who had been attending our Madison Campus church had gone into (or attempted to) go into the nursery on a Sunday morning. He was not threatening, and it is believed that he has mental health issues. However, this was a safety concern. Rick wrote a letter to this individual telling him he can’t come back to church. There has been no further occurrences reported.

There is a Safety and Security Task Force that is chaired by Matt Wentzel who meets three times a year.

We now have security doors at both campuses with entry through just one door during the week. It was questioned if we should do more training of Safety and Security measures for the ushers and maybe other groups. It was agreed that we should look into video training in 2020? Rick B. suggested that we add the Safety and Security Task Force as a sub-committee under Facilities Committee. After discussion, Jim made a motion: “Move that we add Security and Task Force as a sub-committee under our Facilities Committee.” Josh seconded the motion. The motion passed unanimously.

Rick T. reported that the LED lights had not been installed at the Madison Campus yet, but will be installed in 2020. This would benefit security and also give us a savings in electricity in the long run.

**Annexation:** Rick B. updated us on the annexation of the Verona Campus into the City of Verona. In order for us to have a lighted sign along PD, we need approval from the Town of Berry and Dane County. It is the understanding that Dane County will not approve it. If we annex into the City of Verona, it would most likely be approved. We have hired a surveyor for our church property, and this will go before the City of Verona in the coming months.

**Budgeting Challenges:** Rick B reported that the Capital Campaign numbers are good, but that Generosity giving is down at this time. The Facilities Committee did not have a budget allowance for 2019. The maintenance budget, which Rick T. oversees, was allowed a budget of $47,000. He had maintenance done on the roof, air conditioning, and other repairs/replacements. At this time he has spent about $25,000. Rick B. also told us that he is not sure if the Facilities Committee will be given a budget in 2020.

We briefly reviewed what projects we need to revisit and when work should be done. We felt that the Madison Campus parking lot repair on the Whiney Way side could wait. Both campuses had sealcoating and striping done on the parking lots in 2017, and we should be doing it again in 2020. The cost would be about $14,000 at each campus. Brent feels that we should have our Verona Campus look welcoming with all the vehicles driving by every day, and he would like the sealcoating and striping done in 2020. We will hold up on doing that work at the Madison Campus. We can also hold up on a new shed at the Madison Campus. We as a committee decided we would like $40,000 put into the Maintenance budget for 2020.

Brent said we will talk further about prioritizing capital improvements for the future at our next committee meeting.

**Next meeting:** Tuesday, March 3, 2020 at Verona Campus, 4:30 pm

Jim will lead the devotion.

Meeting adjourned at 5:40pm with the Lord’s Prayer

Polly Carter, vice chairperson