

FACILITIES COMMITTEE

Meeting Agenda

06/02/2020 @ 4:30-5:30pm

Zoom / Verona Campus

Objective: Develop short term and long-term facility plans that help staff and volunteers responsibly manage the GSLC buildings and grounds to welcome and retain members, while providing comfortable spaces that meet our ministry needs. We communicate the facility needs of the church to the congregation and the board.

Members: Rick Blum, Polly Carter, Jim Edgerly, Barb Friberg, Brent Marshall, Rick Thomas, Max Seeland, Matt Wentzel, David Vogt, Paul Hutson, Chris Ehlers, Josh Enslin

Attending: Rick Blum, Polly Carter, Barb Friberg, David Vogt, Rick Thomas, Andrew Seaborg, Paul Hutson, Chris Ehlers

The meeting began at 4:30 with a devotion from Polly Carter.

Potential Reopening:

We started to talk about preparing for a potential reopening.

Rick Blum explained the COVID-19 Task Force has decided to stay closed for now, but they will continue to meet throughout the summer to keep asking that question.

Rick Thomas says he feels prepared. He's been asking his supplier what they need. It kind of depends on which was the task force should go.

Rick T.: I don't think we need a professional cleaner, but I also don't know if there's a message to send to the congregation.

Barb: unless we have confirmed cases of COVID, Rick's cleaning is enough.

Andrew: He agreed, saying people like Service Master tend to come in, find a pile of dust, call it mold, and charge you \$6000 to clean it up.

Rick: I have a bunch of wall mounted hand cleaners we can put up as we get closer to reopening.

Andrew: 1. We have a rolling 4-6 week time frame, so you do have time. I would rather invest in training and equipment instead of bringing in an outside group.

Rick T. has bought 4 no-touch paper towel dispensers in preparation for reopening.

Rick T. doesn't think it's worth upgrading the faucets to no-touch.

Several committee members disagreed. Paul thinks it would improve confidence from the congregation, although he thinks faucets are more important than soap dispensers.

Andrew says he think the foundation might be able to fund it. Rick T. said he would investigate touchless soap dispensers and faucets.

Outdoor services:

Rick asked whether there were any facility related questions to this. The main question asked whether there was actual demand for this. Andrew said there may be more demand from younger members than older ones.

Communion:

Rick B. pulled this question back after putting on the agenda, since the first step was pastoral, and that group hadn't made a decision on what to do.

Repairs - Rick Thomas

Right after our March 3 meeting, Brent, Max and Rick T. did a walk through about projects that needed to be done. Rick said a lot of the easier repairs that have been done. He's gotten bids on some other projects.

Rick said he's gotten some bids on fixing the roof in Verona, bids ranging from \$3-25,000. He's leaning toward the lower bid. However, all the contractors said that Verona will need an entirely new roof soon, with a cost of around \$100,000.

Foundation Requests?

Andrew said he thinks there are some projects that the Foundation will be willing to fund, like touchless faucets and security cameras.

Rick T. then went over to review possible projects for funding. He thought security cameras would be #1 on his list. He also thinks getting the Verona parking lot seal coated is very important, but would come out of general funds, not Foundation funds.

He then talked about LED lighting. He got a bid of \$6000-8000. He could add motion detectors for another \$3000-4000.

He also thinks there needs to be some parking lot repairs in Madison.

Andrew asked about interior repairs.

Rick said in Verona, the handrail going down into the basement needs to be done, along with fixing the wall.

The carpeting in Verona is 17 years old and will need to be replaced. The lobby in Verona also needs to be repainted.

Polly asked whether we could fix the roof in Verona with money left in your general fund? Rick B. and Rick T. agreed we could.

Andrew: There is \$78,000 in foundation money unallocated for 2020, of which, around \$60,000 is available from the general fund. I'm trying to be strategic, to coordinate from the board. There's big stuff that needs to be done, and it would be good if the foundation could help.

In terms of security, Andrew said he had a level of security at his children's pre-school that goes much higher than our present security at Little Blessings. He thinks now would be a good time to upgrade here. It may also serve as a good marketing tool for the preschool.

Paul: It strikes me that we might get a better deal if we negotiate it all at once.

Andrew suggests calling Academy for Little Learners to look at increased security.

Youth Room Improvements

Rick Thomas has been doing some improvements in the youth room during the pandemic, repainting the room and having some donated carpet tiles for a new floor. There's some concern about whether repairs done to the youth room now might get ripped up once we upgrade the music room to the north. However, since no money has been spent, and the music room remodel has an uncertain start date, the committee didn't feel like they needed to weigh in on the decision to upgrade now.

Change in Rick Thomas's Responsibilities

With Pr. Joe's health emergency, there was a need for someone to take over Pr. Joe's outreach coordinator duties. Pr. Joe was supervising 33 different ministries. Because of that, Rick will spend 5-10 hours of his week coordinating all the Outreach ministries at the church, and Daniel will increase his hours to fill some of the void.

Safety Concerns - Rick Blum

George Floyd Situation – Rick Thomas says he hasn't seen any problems yet. Rick Blum says even if we did have problems, the initial solutions would be the same things we talked about as foundation improvements: cameras and lighting.

Andrew said he would push hard for improved lighting.

Safety and Security Sub-committee - Matt Wentzel / Rick Blum

With Matt not here and the building closed, the feeling was that at this moment, there is no need for the Safety and Security Sub-committee to meet. However, that could change depending on developments this summer.

Systems - Rick T / Rick Blum

Fire System Testing: Rick T. says fire testing is still happening weekly, despite no one being in the buildings.

Fire Drills: the preschool is still mandated to do 2 a year. Rick B. realized at the last meeting that there may be a need for staff to also do a fire drill. However, that need won't happen until we are working back in the building.

Seasonal Concerns- Rick Thomas

- a. Spring
****I would like to ask the COVID-19 Task Force to see if they would allow more volunteers to do work outside this summer.****
- b. Summer
Rick T. said we need to have some work done on trees near the approach of both Verona and Madison campuses.
- c. Fall
We will need a fall cleanup. We will plan that at the next meeting.

Next Meeting:

Tuesday, September 1 4:30 p.m.

David suggested we needed a quick summary of what we need to get done following the meeting.

TAKEAWAYS: (this could be quickly modified to serve as the meeting summary for the board and the web)

The committee was updated about Rick Thomas's new role, and improvements to the youth room. The committee spent much of the meeting discussing potential repairs/improvements to the church. They settled on these projects, along with where the funding would come from.

The committee agreed that in preparation for reopening the building, we should look at making some improvements, with the top item being touchless faucets at both locations. They agreed touchless paper towel dispensers already bought were a good improvement.

For Foundation:

Rick Thomas would start getting quotes for the cost of improving the security cameras at both locations, along with better check-in security for LBPS. He would plan to ask for a grant from the Foundation to pay for it at their meeting in August.

We would also get quotes on fixing/replacing the stairs from the lower to the upper parking lot in Madison and ask for a grant for that.

We would also get quotes for installing touchless faucets in Madison and Verona and ask for a grant to do that.

For General Fund:

Rick B. said he would look for general funds to pay to fix the roof in Verona in the 6-month budget ending June 30.

Rick B. would also plan to use general funds to pay for improvements to LED Lighting in Madison, sealcoating the parking lot in Verona, basic repair to the parking lot in Madison. And replacing the handrail in Verona. He is also hoping for some good fiscal news this month to make paying for all those projects more feasible. He would budget for those projects to be done in Fiscal 2021.

We finished the meeting with the Lord's Prayer at 5:40 p.m.