

## **Facilities Committee Meeting**

Zoom Meeting held December 1, 2020 @ 4:30pm

**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 present:** Rick Tomas, Rick Blum, Josh Enslin, Max Seeland, Chris Ehlers, Polly Carter

Rick B. opened the meeting by reading the Advent Reflection for December 1 that is printed on our church website. He closed with Isaiah: 41:10.

Rick B. informed us that Brent Marshall resigned from the committee. He oversees the administration of a nursing home and during this pandemic has been overwhelmed. He didn't feel he could give time to our committee.

### **Covid-19:**

Rick T. reported that small groups had been meeting at both church locations in October and November, but when Dane County changed the limits for in-person meetings in mid-November, we went back to Phase 1 of our Covid-19 rules. Little Blessings is now requiring the children attending school to wear masks.

Rick B. reported that during this Advent season there are different events planned via zoom. We will not hold in-person Christmas Eve services, but there will be streaming online services at 10:30 am, 4:30 pm, and 6:00 pm. We will broadcast a one hour Christmas Eve service on the Fox 47 network at 9:00 pm.

### **Environmental Updates:**

Rick T. reports that they've gotten better at cleaning the buildings. There are new products available all the time. He is using "Pure" right now which is a spray. It

is good, but is starting to build up on surfaces. He will continue to read up on products that sanitize / disinfect.

Rick T. reported that he installed Merv 13 air filters at the Verona Campus. The number 13 should capture bacteria and virus carrying particles in the air. He has not installed them at the Madison Campus yet, but the committee did encourage him to do that in the near future.

### **Grounds Updates:**

Rick T. reported there were 15 volunteers at the Madison Campus and 25 at the Verona Campus for the October 31 "fall clean-up day". Lots of leaf raking was done, and at the Verona Campus a group worked on cleaning up vegetation around the retention pond.

Heating coils were installed on the repaired flat roof at Verona Campus this summer. This should prevent ice buildup during the winter.

Rick B. reported that \$2,000 was spent to enhance viewing when people drive by the Verona Campus at night. A 10 foot Christmas tree stands in the window with lights, and lights were also installed along the roof line.

It was harder to put lights on the pine trees at the Raymond Rd./ Whitney Way intersection in Madison. A banner was put up inviting people to view "the weary world rejoices" on-line along with a star that hangs about 7 feet off the ground. There are lights that shine on it at night.

Rick B. brought up a concern about the underground power line being installed to the south of the Verona Campus. This is for a sub-station being built for EPIC. There was a chain link fence installed back in 2003, and it recently came to his attention that there was damage to the fence and trees. When he spoke with an ATC employee, the response was the chain link fence was beat up before they came. However, it was agreed that they will look at the fencing again, and would give us some dollars for settlement and tear down the fence. Josh asked how soon the fence would be removed? The boy scouts use a camp fire pit in that

area, so we might want fencing there. Rick B. will do some more inquiring. ATC will be doing work there for a while yet. Our committee did agree that staking the line between our property and where ATC is working should be done.

### **Safety and Security Updates:**

Rick T. reported that the protocols for cleaning are going well with Little Blessings. He also reported that he had not yet installed the security locks on the doors at the Verona Campus entrance, but will do that soon. The additional security cameras that were installed at both campuses a few months ago are working well. He can check on any outside movement for either location by phone app.

The new lights that were installed at the Madison Campus in late summer are working fine. They are a two-level light.

### **Budget Update:**

Rick T. reminded us that the Verona Campus large angled roof will need to be repaired/replaced in the next couple of years. The shingles are showing their age. The cost could run \$100,000.

He also informed us that the parking lot by the Columbarium (the southeast corner of the lot) is breaking up. It was seal coated this year, but he's not sure how long it will last. It is going to need to be repaired in 2 – 3 years.

We looked at the spreadsheet for the Budget Year 2021 for Verona Campus. There are three large items: repair the parking lot; replace the road sign; replace carpeting in the lobby and worship area. Rick B. asked the committee which one project we would like done in 2021: replace road sign or replace carpeting? He reminded us that both of those projects will be paid for from the Beyond Campaign funds. Several members said that as the church building will not be seeing much use for a number of months yet, this could be a good time to replace the carpeting and do painting.

The committee agreed that we update the spreadsheet as follows:

2021	Carpeting and painting	\$60,000
2022	Replace road sign	\$60,000
2022	Roof repair	\$100,000
2023	Parking lot repair	\$50,000

We then looked at the spreadsheet for the Budget Year 2021 for the Madison Campus. Josh asked Rick T. about the condition of the Madison Campus roof. He said some areas are OK, and others are showing wear. He keeps a close watch on it. We moved the window replacement for \$20,000 to the budget year 2024. We discussed repairing the parking lot on the Whitney Way side. It is showing some aging. We do have seal coating scheduled in 2021, and that should come out of the general budget. No changes were made for budget year 2022.

Rick B. reported that cash flow projections should be good financially for next few years.

**Vacant chair:**

Rick B. asked if anyone wanted to chair the Facilities Committee as Brent has resigned. Josh said he would be willing to run our meetings, but did not have a background in facilities. We agreed that he would be chair. Rick B. asked if anyone wanted to serve on the Covid-19 Task Force? Rick T. said he will.

Next meeting is scheduled for March 2, 2021 at 4:30pm.

We closed with Lord's Prayer at 5:40 pm.

Submitted by:

Polly Carter, vice chair

