

KoG Property Committee Meeting Minutes

AUGUST 2026 Task List

Meeting Attendance: Jack & Becky Newberry, Wayne Bradburn, Dean Falk, Harold Nesbett

Workday Attendance: Dean Falk, Wayne Bradburn, Harold Nesbett, Joel Tompkins, Doneta Stephensen

New Tasks:

1. Secure the irrigation drip tube for the planter on the left at North building entrance. **Wayne addressed this with a hose clamp.**
2. Take a broom and clean the cobwebs/bugs attracted to the exterior lights.
3. General weeding opportunities, is it time to cut back the iris along the North Fenceline?
4. Discussion about the condition of the South Fenceline about more aggressive weed control or perhaps remove all vegetation and stop watering that area. **Dean weeded the south border fence line where the Spirea shrubs are located.**
5. Consider some cleaning and reorganizing within the newer Property Shed.
6. The ground cover is growing over the sidewalk on the west lawn that runs parallel to the Fellowship Hall windows.
7. Doneta Stephensen has requested help with moving wood chips from the back parking lot to some selected front landscaping beds. **This is postponed until next workday.**
8. South Entrance lawn has some dry spots where irrigation coverage could be checked. **Wayne, Dean and Joel looked at this problem. There were 2 broken pipes, Wayne was able to fix one but the other will need a professional sprinkler repair person. Wayne turned the irrigation off at the controller, to the circuit with the broken pipe, circuit 8, on the south lawn.**
9. Columbarium Committee has an irrigation request to minimize some areas for amount of watering. Lynda Cambron is the contact. **Wayne supported this request.**
10. Discussion about where to position surveillance camera(s) for RIC sign – **Joel Tompkins and Nick Tinker are discussing. Any proposals will need to be presented to Church Council.**
11. Spray paint vandalism cleaned from the RIC sign and sign will not be remounted until a surveillance camera(s) solution is implemented. **Joel, Nick and Lisa Kenyon.**

Pending:

- Determine when it is time to schedule carpet cleaning with Zerorez. Needing some spot attention:
 - Front of Sanctuary where Communion is served
 - Choir area
 - Outside door from Narthex into Kitchen
- Emmaus Classroom: 5 acoustic ceiling tiles, water stained and one cracked. **Wayne has purchased a pack of 6 tiles and has staged them in the Emmaus Classroom for installation.**

- When to service the 3 water heaters – quotes from Meridian Plumbing distributed by email.
Due to the expense of concrete and railing work, postponing the work on the water heaters until next calendar year budget unless an unexpected failure occurs.

Routine Tasks:

1. Flush Drain outside All-Gender Restroom - odd numbered months of the year
2. Weeding needed for perimeter flower beds and parking lot islands - ongoing
3. **Audit Building Thermostats for correct settings- keep a watch on Emmaus Room thermostat for changes made by AA group.**
4. Monthly maintenance for Cleaning Coffee Brewer and coffee pots in Kitchen.
5. *New Dishwasher – user manual is in the Property file cabinet, machine prompts when a delime treatment is due*
6. Check sanctuary carpet where communion is served – quarterly – when to next schedule?
7. Entire building needs to be checked for any evidence of roof leaks.
8. Check interior lights:
9. Check exterior lights:
10. Check roof and gutters – clear of pine needles/debris/standing water
11. Check for trash and weeds growing inside wooden transformer enclosure in front yard.
12. Check for debris build up around vault opening east of property shed.
13. Check cigarette ash container for time to empty – located at NE entrance (AA).
14. Maintenance for mowers, trimmers, snow blowers needed at least making sure they are in running condition.

Property Workdays are held on the mornings of the Saturday of the month that coincides with the Free Meal being served at noon. NO workdays in the months of December – March (weather-dependent).

Google Drive Link for other Property Committee images:

<https://drive.google.com/drive/folders/1jH9vNVFA - 3ruC-AgD4PMmfka1NTy0H>