

## KoG Property Committee Meeting Minutes and Task List

March 13, 2025

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

Attendance at Workday Saturday, March 29: Becky & Jack Newberry, Harold Nesbett, Dean Falk, Wayne Bradburn, Joel Tompkins, Lisa Kenyon

1. Repair of paving in North Parking lot completed on March 24.
2. Jack took treats to the Curtis Clean Sweep office on 2/28/2025 to thank them for the four times that they cleared the KoG parking lots during the month of February.
3. Diversion from the downspout needed (French Drain?) in the flower garden area east of the south entrance to the church. More discussion needed about type of extender that could be fabricated.
4. Community Garden – Carolyn Watts has requested help to finish up the project of moving the river rock to a separate area so that there is room to store compost as well this gardening season.
5. Progress on Interior Light Fixtures – courtesy of some hard work done by Wayne Bradburn:
  - a. 2/22 Conference Room Light Fixtures completed
  - b. Completed 2/24 Forum – 4-5 tubes and a ballast; tube outside Forum entrance; cleaned plastic lenses of bugs
  - c. Pending - Fixture in mailbox hallway – tube socket is bad, there is a box full of sockets in Fire Riser Room but should seek the advice and expertise of Ron Eide for replacing that socket.
  - d. Fanlight in Sanctuary is working now; **8-ft tube behind and above the organ replaced with new ballast**
  - e. Administrative Assistant office – all lights with same brightness now
  - f. Copy Room - one fixture has burned socket
  - g. **Wayne would like to see the lights running through the narthex have the same degree of brightness and also have the covers cleaned of accumulated dust and bugs. All lights now of same intensity**
6. Fluorescent/LED Tube Inventory – **found a new storage location beneath the desk area in the entry way to the nursery.**
  - a. We have 10 each of the T8 Direct Replacement or Ballast Bypass LED 3000k / 4000k / 5000k / 6500k switchable tubes.
  - b. We have 1 T8 32-Watt 4000K LED tube
  - c. We have 2 T8 32-Watt Direct Replacement 4000k / 5000k / 6500k LED tubes. Perhaps we should just get rid of those as they can't be used with a ballast.
  - d. We have 11 34-Watt F40 CW/RS/EW fat tube bulbs. I don't know where these might be used in the church. Perhaps somebody else does.
  - e. We have 1 Ecolux F32 T8 SP30-Eco bulb, I don't know what temperature it operates at.
  - f. We have a few assorted 8-foot tubes; not sure which are working and which are not or what fixtures they are for.
  - g. Wayne went through the 4-ft tubes to sort good from bad. There are ~15 bad tubes ready for recycle through HHW program. Becky took them to HHW program on March 11. **More to be taken to HHW for April 8<sup>th</sup> pickup.**
7. Entire building needs to be checked for roof leaks – especially check Chapel/Cry Room (former blue room)
8. Removal of Scots Pine on west lawn by Mountain Tree Service, completed on Monday, February 10, 2025.

9. West lawn needs a good raking after the latest pine tree was removed – **Joel and Becky worked on that during the afternoon of March 27<sup>th</sup>.**
10. KoG Church Sign Lighting – Joel Tompkins is heading up this project; [check in the spring about sprinkler so it does not hit sign during watering]. We accepted the quote from Jeff with Yesco \$3550 for replacing the plex faces on both sides of the sign and retrofitting the sign to use LED Lighting. **Work should commence and complete during the first week of April.**
11. Northeast Entrance now being used by AA Group – **Jack modified metal plate to fit properly.**
12. Exterior doors had weather stripping replaced to seal the doors from drafts in the center where the doors meet each other – north, south and east entrance doors. Commercial Glass came and did this repair on 2/27/2025, and adjusted the ‘sticking’ of the door at the north entrance.
13. WELCA would like a Property Committee representative to become a member of a separate ad hoc committee (to be formed through Council appointment) that will oversee the installation of a dishwasher to the church kitchen when the funds become available. **Joel Tompkins volunteered for this.**
14. Attending members in agreement to continue to contract the services of Luis Hernandez with Idaho Premier Lawn & Landscaping for this coming summer’s lawn mowing and trimming. **First mow and trim tentatively scheduled for Thur-Fri, April 3 or 4.**

Routine Tasks:

15. Flush Drain outside All-Gender Restroom – **Dean Falk has graciously offered to cover this monthly throughout the winter months. Dean had to respond to toilet plug and overflow on March 11 – looked to be too much toilet paper used, no one is admitting to causing the issue.**
16. Audit Timer for Columbarium Lighting after dark – Lynda & Jim Cambron will assume this task.
17. Check sanctuary carpet where communion is served – quarterly – **Becky arranged for Zerorez to come and clean the carpet around the front of the sanctuary that borders the communion rails – completed on March 26th.**
18. Check interior lights:
19. Check exterior lights:
20. **Curtis Drip Coffee Brewer maintenance performed by Jack – spray head cleaned and Becky washed all of the carafes. Going to make this a monthly task for now.**
21. Delime the dish sanitizer in the kitchen *quarterly* (next due in **May** 2025)
22. Check roof and gutters – clear of pine needles/debris/standing water
23. Check for trash and weeds growing inside wooden enclosure for transformer in front yard.
24. Check for debris build up around vault opening east of property shed.
25. Check cigarette ash container for time to empty.
26. Maintenance for mowers, trimmers, snow blowers needed at least making sure they are in running condition?
27. **Discovered that power had been cut to the property shed at the time of the sewer tap trench work. No one realized until this spring, work had been done last fall but the depth of the trench digging work was not monitored by any Property Committee members at the time. There are also concerns about irrigation lines from the pump being disturbed as well for watering along the north property fence that we now share as easement with LEAP Housing.**

## Pending Tasks:

1. Landscape related: **postponed now until Spring 2025** – Mr Mudd Vuba Stone. The north side sidewalk cracks and downspout drainage. Joel Tompkins has accepted this project for getting bids – **Pending [We have received \$1250 in Endowment Distribution Funds]**
2. Leak in Sanctuary ceiling, the source had been sealed using the Gaco patch for TPO in April 2024. Location began visibly leaking again in December 2024. Turns out the cross itself is deteriorating, due to its age and being subjected to the weather. The wood is waterlogged and causing the additional leaking. We accepted a quotation from E&O Roofing for repairs to be done this spring **(sometime shortly after Easter)** to both the roof and the cross. Note for after root cause is fixed, before repainting, interior ceiling stain must be treated with vinegar or Kilz. Because of the location and height, this repainting needs to be contracted out professionally – **Pending [We have received \$1250 in Endowment Distribution Funds]**
3. **Adding some additional ceiling repair to this project for the ceiling in the choir and music area of the sanctuary.**
4. General dusting of the sanctuary for cobwebs – this should include ceiling fans. We might be able to add this to the ceiling repainting when there is either a manlift or scaffolding in place already – Also take advantage of the manlift to replace some lighting in the Fellowship Hall. **Pending**

## Saturday workdays with lunches began on March 29th.

Google Drive Link for other Property Committee images:

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