

KoG Property Committee Meeting Minutes

and **SEPTEMBER** 2026 Task List

Committee Meeting 9/21/2026 Attendance: Dean Falk, Harold Nesbett, Jack & Becky Newberry

Workday 9/26/2026 Attendance: Dean Falk, Harold Nesbett, Jack & Becky Newberry

Completed Tasks: the four of us worked diligently to clear the parking lots of the first of the falling leaves and pine needles. Harold installed the ceiling tiles in the Emmaus Room and also replaced the three 6' fence pickets that had been damaged around the transformer enclosure. Jack purchased those pickets and also replaced the supply of Trufuel 50:1 additive for the 2-cycle equipment (hedge trimmer and blower). Jack trimmed the landscaping back along the west sidewalk. There are multiple shrubs along the west end of the north fenceline that are not thriving. This area should be checked for irrigation issues and/or the shrubs should be removed next spring. Dean took care of flushing the drain outside the All-Gender Restroom outside of the Sacristy.

New Tasks:

1. **Recruit more members for the Property Committee.**
2. Discuss latest irrigation pipe patching and plans for blowing out system for the winter. Neither Joel or Wayne were able to attend but through some text messaging with them and with John Ghislain from Transformation Landscaping that the pipe break on Station #8 has been fixed. Also, Becky has made an updated spreadsheet of what the automated sprinkler controller settings have been and will work with Wayne to correct any misinformation.
3. General weeding opportunities, is it time to cut back the iris along the North Fenceline? The iris along the north fenceline has not been cut back yet, **perhaps during the October workday this will be done.**
4. South Entrance parking – some uneven surfaces that need to be remarked with bright paint.
5. Consider some cleaning and reorganizing within the newer Property Shed.
6. 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.**
7. 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.**

Pending:

- Light the gas oven pilot lights for use during the Bazaar in November.
- Two blinds in the east hallway have broken adjuster wands for slat adjustment. Becky will order from Amazon for replacements.
- Restain the enclosure for the transformer after the three new pickets were installed.
- 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

- 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. Time Change back to Standard Time occurs on November 1st.**
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>