

Facilities Team 2024-2025 Annual Report

Team Members: Amber Collins, Ed Burrell, Russell Stokes, Tony Jaeger, and Michael Bilecki

Accomplishments:

- 2 new members were added to the Facilities Committee Tony Jaeger and Amber Collins taking over for Jean Burke and Sally Barney.
- Amber Collins is now President of the Board, so Facilities will need someone to take Amber's place.
- In August we replaced the AC unit that controls the temp in the Sanctuary and the rooms on the first floor.
- Tony repaired the radiator/heating issue in the upstairs Office Rm. 12
- Office 12 mildew was cleaned and repainted after the radiator was fixed
- Tony repaired the 2nd AC unit on the roof that controls temp. in the upstairs offices
- Heating system will be shut down for the summer end of May 2025.
- AC unit will be checked and ready for summer use by end of May 2025
- Flat roof over the kitchen area was repaired/replaced in Dec. 2024. Kitchen ceiling no longer leaks
- Dishwasher repaired and working
- Determination was made that we can no longer use the kitchen stove. In order to use the stove, a kitchen fire suppression system will need to be installed
- Facility Use Guidelines were approved in January
- Greg Crawford assisted in investigating and fixing the lock mechanism on the outside door by the nursery
- Leak in RE Office was repaired
- Fixed floor tiles in RE outside of couch room!
- Facilities has recommend that our 2025-2026 budget include Janitorial Services. We just don't have enough volunteers for the Clean Team
- On Going discussions to see if we can find a new heating/AC contractor.
- Sara continues to take responsibility for the weekly Boiler flush/release.
- Sara is keeping track and staying on top of deactivating Key Codes for the handicap entry doorway
- Installed a doorbell for Sara. The Board requested that we consider an intercom system as it relates to the Boards ongoing ICE Policy discussion. At this time, per Sara and Rev Denis, the doorbell should suffice!!!
- Spring Clean-up/Fix-up Day for RE Area will be initiated at the end of May. We may need to have a couple work days to complete.
- A few volunteers, under the leadership of Tony, will repair some areas on the large flat roof in June

- Tony completed the Sanctuary and bathroom wall moisture repair/monitoring project.
- Chair rail installed in the back of the Sanctuary

Facilities was requested to develop a project list and estimates for a Capital Campaign

- 1) New Roof – Flat roof for Sanctuary Building - \$60K
- 2) RE Hallway floor - \$5K
- 3) 2 Offices replace Thermaseal Windows - \$3K
- 4) Re-hab? Heating Plant - \$30K
- 5) New door frames for RE outside doors - \$5 K

Items 2-4 are WAG estimates.

If items 1-5 estimates are close, the total projects cost is about \$103K. Facilities recommend the Capital Campaign set a goal of \$110K - \$120K or more taking in consideration the increasing costs for everything?