

Building, Maintenance, and Improvement Committee Meeting Minutes - September 11, 2025

Attendance: Beverly H., Pastor Beth, Greg S., Gene P., Earl M., and Karen Z.

1. The meeting was called to order with prayer.

2. Jobs and Repairs Completed

- Repairs were made to the toilet tanks, and cleaning continues due to sand in the system.
- The water softener filter will be replaced again during the next Culligan vendor visit.
- In the Narthex area by the kiosk, a board was mounted on the wall to hold copies of:
 - a) Accident/Incident Policy and Forms
 - b) The Church Constitution
 - c) Policy & Procedure Binder
- Sanctuary can lights have been replaced and installed. This may be where winged visitors came through from the attic.
- Lights for the sanctuary, a dimming mechanism will be purchased to fix the flickering problem. The cost is \$100.00 per switch.
- Lights in the Faith Room will be replaced if the cost is \$500.00 or less. Some are burned out, and they all are the fluorescent fixtures that require starters. The current lights are also a safety hazard if hit by something and broken. A motion was made by Bev, and seconded by Gene, approved unanimously to do the Dimming mechanisms and Faith Room lights, as stated above. The vendor will be asked to complete the cupola lights, which needs a lift at the same time, as the Faith Room lights.
- Bell tower light timer was adjusted to better accommodate daylight hours.
- The pews were evaluated by some of the men, and Mark G. sanded, stained, and varnished the tops and end tops of the choir pews. Discussion to communication with the Decorating Committee regarding further pew improvements. Earl will speak with Mark about extending this work to the remaining pews.
- For well maintenance, a tree was removed from the area per request from the state inspector.

3. Other Projects

- Generator information has not been received yet.
- Emergency and exit lights were discussed. The exit lights will be refitted with new batteries, which Earl will order. Emergency lights will be replaced one or two at a time when the vendor visits for checks. Exit lights also need to be installed in the Faith Room.
- The vacuum cleaner is under review; Earl will obtain a new belt to see if this improves its performance. The committee expressed their appreciation to Earl for his frequent trips for work at the church.

4. Attic cleaning was addressed by the committee.

5. The church key list was reviewed. Suggestions were made for key box number changes, and other security issues will be addressed by a Security Subcommittee in collaboration with the Church Council.

6. New Business for October will include Budget work and paid position for maintenance.

7. Next Meeting, October 9, 2025

Meeting closed with the Lord's Prayer

Minutes submitted by Karen Zahn.