Building, Maintenance, & Improvement Committee Meeting Minutes - October 8, 2026

Attendees: Pastor Beth, Greg S., Earl M., and Karen Z.

1. **Opening Prayer.** The meeting was called to order with prayer.
2. **Automatic/Electric Doors.** The doors have been ordered. The vendor and electrician are coordinating installation, and work will begin once all job requirements are in place.
3. **HVAC.** The committee will request that the scheduled biannual preventive maintenance be completed soon. A minor leak was identified at a pressure-relief valve near the location of the former tank. The committee plans to have the leak repaired when the vendor performs the preventive maintenance. As planned, two of the four replacement units serving the sanctuary have been ordered and will be paid for with budgeted set-aside funds. Once these units are installed, all units serving the sanctuary will have been replaced. Because the remaining heating units are more than 23 years old, the committee will continue planning for replacements before failures occur.
4. **Siding.** Peeling paint and other areas of wear remain concerns. Because of the church's wind and hail deductible, the committee is considering replacing the siding on the south side of the church and on the cupola this year using set-aside funds. Bids are being requested. The replacement material will be a durable, low-maintenance siding that does not require painting. The congregation approved this approach at a quarterly meeting following the most recent wind-damage repair on the upper west side. One contractor suggested considering hurricane-rated siding.
5. **Large Kitchen Refrigerator.** The refrigerator has stopped working, and a repair technician has been contacted.
6. **Dishwasher.** The company from which the dishwasher was purchased will service the unit. A plastic tubing connection has broken, and the tubing has significant mineral buildup. Because no service record is available, the dishwasher valves may also require evaluation for mineral buildup.
7. **Lighting.**
    - The committee discussed the lights used in the narthex and office during non-daylight hours. Individuals are encouraged to bring concerns or needs to the Building Committee or maintenance person before making changes. Questions were raised about why two lights are on in the narthex, none in the fellowship hall, and one in the office. Earl installed LED bulbs and will place a timer on the second narthex light.
    - Replacement fluorescent bulbs remain available. Earl will replace bulbs where needed.
    - Planning continues for replacement of the current fluorescent fixtures. The Church Council approved completion of this project at its September meeting. The committee also discussed whether the fluorescent lighting behind the sanctuary/chancel windows should be replaced as part of the same project.
8. **Blacktop Crack Filling.** Some crack-filling work has been completed. Additional funding will be needed in the 2027 budget. The committee recognized this as one of the many maintenance tasks Earl continues to perform and expressed appreciation for his ongoing work.
9. **Carport Pillars.** A plan is in place to sand and paint the pillars before colder weather arrives.
10. **Crabtree.** The tree was pruned.
11. **Generator Project.** A request for volunteers to serve on a subcommittee has been included on the time-and-talent sheet. The subcommittee will consider the benefits and risks of the project, particularly the church's potential liability if the building were used as an emergency shelter with 24-hour access. Discussion will continue with the subcommittee and congregation.
12. **Church Insurance.** The annual insurance policy is due for renewal or replacement. For 2027, the deductible under the current policy will decrease from $5,000 to $3,750. The policy includes a "broadened evaluation" provision that increases coverage in the event of a loss. As with current insurance providers generally, the wind and hail deductible is 10% of the total building coverage. The annual premium is scheduled to increase by $208. Earl moved that the Church Council approve renewal with the current insurance carrier for 2027. The motion was approved unanimously and will be forwarded to the Church Council for action.
13. **Closing Prayer.** The meeting concluded with the Lord's Prayer.

Next Meeting: November 12, 2026, with a focus on the budget.

Minutes submitted by: Karen Zahn