

**MONTHLY REPORT TO SESSION From Property and Maintenance Committee  
May 2017**

Property and Maintenance met on May 8, 2017. Those in attendance were: Clay Beall, Bo Ludwig, Ted Feineis, Bruce Baxter, and Billy Almond.

1. **2017 budget:** Tracking slightly over budget.
2. **Pew replacements in Sanctuary:** P+M met with Sykes Construction who will remove the far left rear pew and re-furbish as a "test" to determine time and materials involved. *Project in progress*
3. **BDS Door Security:** BDS has requested the installation of a similar security "buzzer" at the main entry to the church office. *This is under discussion and deferred to 2017 as budget allows.*
4. **Almond Courtyard:** door trim and jambs need to be replaced as well as the small roof over the old boiler room entry from the Almond Courtyard. Project in progress. Gentle Rain researching courtyard bollard replacement due to corrosion. Replacement of three (3) non-working bollards. *In progress with Sykes Construction*
5. **Security Audit:** P+M are advancing site lighting, landscape maintenance, and door security based on the Security Review. *Shrubs to be pruned this week.*
6. **Stanton Hall Re-roofing:** P+M to advance this roof replacement in 2017 as budget allows.
7. **Stanton Hall Roof Leak:** P+M to advance this roof repair ASAP.
8. **HVAC:** Damuth reports that multiple issues exist with current HVAC equipment. Admin.+ Finance representative meeting with P+M to discuss approach to repairs and replacement in the future. *P+M to set meeting with Damuth ASAP*
9. **Choir Room Shelving:** The shelving in the Choir room has collapsed due to excessive weight on the shelving. *Replacement project under review by Sykes Construction.*
10. **Sanctuary Lighting:** vertical stage lighting: *Bo researching LED replacement bulbs*
11. **Stanton Hall Window Replacements North Elevation:** P+M researching the replacement of four (4) windows and sills of north facing window on second floor between Stanton Hall and Chapel. P+M will contact Windows by Marshall Owens who replaced all the recent courtyard windows for a proposal. *Project underway*
12. **Associate Pastor Office:** P+M are aware of requested painting and minor repairs to the Associate Pastor's office. *P+M has not received any direction on interior improvements as of this date*
13. **Ceilings:** Bo to replace discolored ceiling tiles as required. *In progress*
14. **Sanctuary Columns:** P+M has asked Sykes Construction to review damaged wood.
15. **Colonnade Door to Sanctuary:** P+M has asked Sykes Construction to review damaged wood
16. **FPC Office Area AED:** Replacement pads ordered

Respectfully submitted: Billy Almond