

Buildings & Grounds Ministry Team

5/6/2020

Zoom Video Meeting, 7:00 - 8:10 pm

Present: Chris Chamot (Chair), Dick Williams, Paul Kingsley, Barb Kingsley, Kellianne Williams, Rob Gruschow, Todd Goddard, Tanya Hunt, Bill Darron.

1. Opening Prayer. Pastor Todd.

2. Financial Report. Barb Kingsley.

Reviewed Income and Expenses report supplied by Barb. Snow plowing totaled apx \$8,000. We also paid off the lighting. Cleaning service changed, should become \$240 per month. We hope to have the cleaning service do a complete cleaning of the building before we reopen for in-person worship.

3. PromiseLand Child Care. Kellianne Williams.

Just using the upstairs, plans to open downstairs for summer. Playground trimming needs done when the lawn is mowed. Kellianne will have staff pick up the playground on Fridays to help with lawn mowing. Starting bee season, will monitor, Barb will inform the exterminator. Census is 14 this week, about a third of our pre-pandemic kids.

4. Parsonage. Rob and Todd.

To be repaired: Gas heater, two lights, baseboard heater, living room casement window hardware. Next week the contractor should be able to repair the outdoor lights. Grass seed may be added to fill in the lawn. Rob to check with John Kessler regarding the repair of the casement window.

5. Exterior Grounds and Parking Lot. Rob Gruschow.

Parking Lot Lighting: covid delayed. Contractor donating digging. Will start when their current job at RIT is complete. Additional electrical to be added for possible new electrical sign.

Rob met via video with roofing contractor, gathering information for an estimate for sanctuary interior. Report should be sent to us in about a week.

Parking Lot Potholes: Rob checking with asphalt company in Mendon to have holes hot patched. Concrete sluice in parking lot to be removed. Estimate will be forthcoming. Rob will forward to Finance Team.

Rob has been tree cutting and cleaning the yard on the west side of the property.

Michele Cuit to check with Girl Scouts regarding the repair of the garbage enclosure.

6. Sanctuary. Dick Wallace

Cleaned sight lines for video streaming.

Dick reported that he has completed almost all the painting in the office and atrium.

7. Network / Audio & Video

Bill Darron reported on the sound board. Documentation needed for audio outputs. Working on video monitors for worship leaders. Sanctuary computer to be swapped out with a more stable replacement, which Bill is completing. Data network being completed, with improvements to Barb's computer and server. Security video DVR computer and monitor should be moved into computer room. Power over video should be run for remote cameras. A number of older computers need to be updated. We've obtained 10 free user licenses for Microsoft 365, with the full Microsoft Office Suite. Bill is starting to look at installing. Email from an Exchange server database is being started. Video room is getting an air conditioner, via a designated gift.

Sanctuary work day scheduled for this coming Saturday.

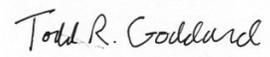
8. New Business

Draft re-opening letter discussed. Edit suggestions offered.

One recycling bin out back of the church is missing.

9. Benediction Prayer. Pastor Todd.

Respectfully submitted,

A handwritten signature in black ink that reads "Todd R. Goddard". The signature is written in a cursive style and is positioned above a light gray rectangular background.

The Rev. Todd R. Goddard