

**Committee: Facilities Maintenance****Chair: Tom Brikowski**

**Involved with committee:** Sub-teams: Mowing (2017) – Stan Darnell, Patrick Fisher, Dick Hildenbrand, Duane Mortensen, Mike Owens; Gardens – Amy Dessert, Jo Howser, Deb Bliss, Dick Hildenbrand; Interior Arts – ; Memory Garden – Mary Ellen Blohowiak, Rob Hight, Mike Robinson; Facilities Team – Bill Daffinee, Dick Hildenbrand, Duane Mortensen.

Approximately 35 people contributed toward facilities maintenance efforts throughout the year, including several members of the Sai Baba congregation and Scouts and parents of Pack 61.

**Committee Charter:** Handle anything related to scheduled maintenance or repairs to anything in the church building or on our grounds. The Facilities Team meets as a group regularly, as well as ad-hoc project-related meetings, and team members help supervise various maintenance activities during scheduled work parties.

**Goals for 2018-2019:**

- Quarterly Odds ‘n’ Ends work parties will continue as will the weekly mowing work.
- Complete all Major Projects identified and funded.
- Respond to all major emergencies promptly and resolve.
- Minimize maintenance expenditures that are not absolutely essential.
- Upgrade facilities using dedicated inheritance funds, guided by a general survey of the congregation

**Synopsis of efforts:**

- Major tasks completed during the past year included replacement of the rooftop heating/cooling unit above the church office (Daffinee) and thorough investigation of central sewer issues (inconclusive). Tasks were completed through a combination of Odds ‘n’ Ends work parties, volunteer project teams and contracted work. A thanks to our members who participated in two or more Odds n Ends days in 2017, including: Rob Hight, Dick Hildenbrand, Jim Hinton, Duane Mortensen & George Norwood. Also special thanks to Mary Ellen Blohowiak for her continued efforts at maintaining the Memory Garden.
- Significant facilities repairs and improvements made during 2017-2018:
  - Four separate sewer cleanouts in response to blockages (@ \$300 with weekend rates)
  - Sewer camera inspection (inconclusive)
  - Removal of two torn shade sails, one for repair, one for replacement (safety issue);
  - Installation of sun shades on Sanctuary windows (energy consideration, engineered and installed by Dick Hildenbrand);
  - Replacement of HVAC unit serving the church office, upgrade return airflow ductwork (begun in previous fiscal year, managed by Bill Daffinee)
  - Repair/rewire roadside sign wiring, upgrade to allow future electronic sign
- Budget:
  - As of 3/31/18, Facilities costs were at 101% of budget year-to-date.
  - Spending by category: 43% for mortgage principal and interest, 19% for heating/AC usage/repair/maintenance, 14% insurance, 7% janitorial service

**Plans for 2017-2018:**

- Odds ‘n’ Ends work parties will continue quarterly (Jul, Oct, Jan, Apr)
- Facilities Team will continue monthly lunch work sessions
- Possible upgrades based on Safe Congregations review:
  - add new exit door to Memory Garden from sanctuary (SW corner)
  - add wired telephone to Annex for communication in case of trouble
- Church facilities upgrade using inheritance allocation (\$50-55K) **after** broad input from congregation. We expect to carry out some combination of projects/goals which could include some of the following:
  - Outreach: electronic roadside sign (“roadside pulpit”). Cost ~ \$16K for monochrome, \$30K for three-color, \$60K for full color. A proposal to NTUUC for half the cost of the sign is in preparation
  - Welcoming: replace sanctuary and entry carpeting. Cost \$30-50K
  - Comfort: repair/replace sanctuary chairs. Cost \$1-5K for cleaning repair, \$20-30K to replace with similar fabric-padded chairs.
  - Test low-cost alternative: replace red fabric chairs in Fellowship Hall with folding plastic chairs (one model highly recommended by Women’s Alliance, ~\$2K ?)