

Monthly Meeting Minutes  
Buildings and Grounds Committee  
February 7, 2012 @ 7:00 p.m., Room 2

Prayer: Jim

Called to Order: 7:08 p.m.

Attendance: Lloyd Benner, Cliff Lucas, Jim Millick, Tim Dooner

Absent: Bruce Kunkle, Josh Mauro

New Business:

1. Session Notes- no questions by any of the committee members
2. Strategic Statement- work on for next month
3. Annual Report- review of presentation, no questions or comments by congregation
4. 2011 Budget review- came in \$3,462.00 under budget
5. 2012 Budget- no questions asked by congregation
6. Gary's Tree Service Contract- unanimous vote to have tree work done. Jim will send contract and deposit
7. Annual Maintenance Agreement- sent payment in January
8. Monitoring contract from SimplexGrinnell- 3 year contract gives us time to investigate different equipment which is not proprietary and gives us more flexibility in choosing monitoring companies and competitive pricing. Created list of contacts for monitoring contract. Unanimous vote to contract with Simplex-Grinnell for three years. Jim will send in with payment. Question for Terry Eck, reduction of insurance premium with monitoring in place?
9. Visual Enhancement- B&G Committee members to be available at the Town Hall mtg. on February 19th
10. Partnership Display- waiting to hear from Partnership/Mission Committee(s) on recommendations
11. Actively participate in the Ministerium dialogue- How can we participate with our resources in the community.
12. Workday Dates- March 24 and March 31 as the rain date, November 10 and November 17 as the rain date
13. General Issues or Concerns- not aware of any from the congregation at this time

Old Business:

1. fuel oil delivery of 411.5 gallons on 12/6/11
2. December Administration Minutes- Question about the statement, "The committee approved the withdrawal of \$700.00 from the Major Equipment replacement Escrow (#6065) for the purchase of the new freezer." Jim will check on the criteria and withdrawal procedure for this account.
3. Emmaus Garden Club- March-November, 1st Tuesday, 9:30-3:30, February-November, 3rd Wednesday 11:00-3:00
4. Emmaus Chorale- concert on June 3, 2011, practices start 12 weeks prior to concert
5. Literacy Center- Monday and Wednesday's 6:00-8:30
6. Sign Installation- Cliff will purchase the stainless steel hardware to install the new signs.
7. Picnic Tables- Jim will order
8. Nursery Wing Roof Replacement- still waiting for the third estimate
9. Building Use Policy and Guidelines- will dive back into this and session is scheduled to talk about this at the April Session meeting
10. Wedding and Funeral Policies- Jim believes these documents are in the Deacons hands and will check with them to see where they are in the process of completing them. These two documents will be a part of the Building Use and Custodial discussions with Session.

Reports: None at this time

Action Items: 1. Jim to send Gary's Tree Service Contract.

2. Jim to send Simplex-Grinell Contract.
3. B&G Committee to attend Town Hall meeting on February 19<sup>th</sup>.
4. Jim to clarify the Equipment Escrow procedures and approval process.
5. Cliff to purchase sign hardware.
6. Jim to order picnic tables.
7. Jim to get third roof estimate.
8. Jim to find out about Wedding and Funeral policies.

Prayer: Mr. Awesome (aka Tim Dooner)

Next Meeting: February 14, 2012, 7:00 p.m., Room 2

Committee Report to Session: February 14, 2012

Session Report to Congregation: Week of February 19, 2012

Meeting adjourned: