

Approved Minutes
February 1, 2024
Building and Grounds Committee
First Congregational Church UCC, Grand Marais, MN

Present: Barb Bottger, John Bottger, Jeff Kern, Ranna LeVoir, Gwen Mattice, Bruce Tyler, Pastor Enno Limvere, ex-officio. Absent: Byron Aldrich
Pastor Enno requested that, due to the serious decisions and expenditures that may result from the Architect's Assessment and Master Plan:

- the committee formalize its deliberations with an agenda prepared in advance;
- choose or elect a chair and secretary.
- include a Communications Agreement in our opening remarks each meeting.

Barb Bottger agreed to act as Chair; Bruce Tyler as Secretary.

The meeting was called to order at approximately 11:10 a.m.

Bruce read the Communications Agreement used by the Board of Directors

A formal agenda was created with old and new business. J Bottger moved to accept, R LeVoir seconded. Unanimously approved.

Old Business reports:

Custodian: Pastor Enno announced the hiring of Rory Island as Custodian. She comes highly recommended by two employers. She will begin on Saturday, Feb. 3, and will work on Tuesdays and Saturdays, for approximately 5-6 hours per week at the advertised wage. She is open to some snow removal as additional work as needed. Committee collected all cleaning supplies in Fellowship Hall, so Rory can select what she feels is useful. Plan to find a single storage place for majority of supplies.

Couch: R LeVoir reported that Anna Latz (founder of Heavy Duty Sewing) looked at the couch in the hall. Since it has removable pillows and does not need upholstery she said she would be able to redo the pillows that need new covers, and would even wash the covers that are dirty but don't need recovering. She will do it after she recovers from ankle surgery.

Pride Flag: R. LeVoir left word with M. McMillan to remove the remnants when he has the bucket truck in town. No commitment reported. Also noted the newer flag is fading and should be replaced.

Motion: Purchase new, outdoor quality LBGTQ+ flag, have it installed. Moved R LeVoir, second, J Bottger, Unanimously approved.

Lightbulbs in Sanctuary: G Mattice had no further information; suggested to wait until Architect Assessment, add item to wish list.

Playground refurbishing: No reply from Nick Sheehan; G. Mattice has a list of landscapers who might be contacted for the work. Gwen will check on this.

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Heating plant: J Kern reported that 6 of 8 relays that control the electric heat have failed. He is currently searching for the correct replacements—either online or from a contractor. Original equipment parts are expensive and of unreliable reputation; possible to secure replacement parts at better cost elsewhere.

Outdoor storage closet: Thanks to J Kern for reorganizing it for the season.

Snowblower: J. Kern reported the large machine is operational but not fully fixed.

Garbage removal: A second bin is in place for Daycare refuse. Regular disposal is occurring.

WOW Bikes: J Kern continues to clean out space in Tim Kennedy's garage for bike storage.

Hopes to make enough space to store overflow bicycles. Sixty bikes loaned out this past year.

Advent Tree retirement: Advent trees taken down, stored along the building; lights and cords stowed for next year. G. Mattice to cut up trees for firepit use; assistance requested.

New Business:

Daycare update: Pastor Enno, as business mgr. reported that Hunter McLauren has received an inspection notice that the deck outside the door needs attention—peeling paint and bare wood. Ms McLauren will apply for a grant to make the repairs.

Daycare Signage: Ms. McLauren has ordered a sign to be attached to the north face of the deck railing. There is concern expressed that it be attractive. Hope to see a picture or drawing.

Food Shelf: Church is still receiving monetary donations in church mail box. Request that Food shelf let donors know of their own P.O. box. (it is on the Church website and Newsletter as well.)

Architect's Assessment:

Plans created to contact past, present, and potential community users of church space to personally invite them to attend the Town Hall Meeting on Feb. 13, and request input on the users questionnaire. List of organizations and people to contact. Phone script and questions to elicit input. Barb and Bruce working on script and lists. Need to begin calling next Monday at latest.

Date of February 13 is firm. Times of meetings to be determined in call from Peter Lacey expected tomorrow (Feb. 2).

Committee may need to call follow-up meeting to finalize plans before and after Architect's visit. Our job is to shepherd the Assessment process.

The Board will be interviewing and inviting participation on the Exploratory Capital Campaign Committee in anticipation of the Assessment findings.

Next regularly scheduled meeting Thursday, March 7, at 11 a.m. at Church or by Zoom by prior arrangement.

Meeting adjourned 12:35 p.m. Moved R LeVoir, second, G Mattice. Approved.

Respectfully submitted ,
Bruce Tyler, Secretary