

**First Congregational UCC
Building and Grounds Minutes
Nov. 2, 2023, 11 AM Hybrid**

Present: Barb Bottger, John Bottger, Jeff Kern, Ranna LeVoir, Pastor Enno, Bruce Tyler, Gwen Mattice, Byron Aldrich

1. Church Security System

1. The system is installed.
2. Tom and Jodi Yuhasey will cover the notifications on Mondays and Saturdays.
3. Enno will change the lock box code and notify building users. Change will be effective in November

2. Tattered Flag

1. It has been removed!

3. Chipmunk

1. **Byron will take on this task of removal and sealing the hole.**

4. Light bulbs for the sanctuary -

1. Gwen will check with PUC for rebates.
2. Gwen will order 150-200Watt LED equivalents, dimmable, 2700K or 3000K (soft white) for ~\$14 each through Amazon. The dimmer will be replaced.
3. Jeff has scaffolding to be used to replace the bulbs. This is a big project.

5. Mowing

1. Was done one more time.

6. Tire track in dirt -

1. Grass seed has been planted.

7. Playground -

1. Enno talked to Nancie Demming at County Health. She will write the grant. She needs to know the costs for what we want to do (landscaper, picnic table, one bench).
 1. The second bench can be purchased with Carter Memorial funds with a dedication plaque.
 2. We could apply for another grant in the future to replace the playground equipment.
3. **Byron will do his best to get estimates.**

8. Downspout near storage area -

1. Gwen has put small gravel rock in this spot.

9. Outside water faucet dripping under the porch to the day care door.
 1. Jeff to take this on including consulting with Justin at North Shore Plumbing.

10. Housing for the heating ducts in the day care room
 1. Jeff will take care of this.

11. Toilet in women's downstairs bathroom
 1. Byron will manage any repairs.

12. Building Heating System
 1. Jeff needs \$2,000 worth of fittings to replace valves. He will buy them in the Cities.

13. Sidewalk on north side of building leading up to the grotto -
 1. Gwen will reach out for help and get this done in the Spring.

14. Raised cement curb in front of the church -
 1. It has been temporarily fixed and will be further addressed in the Spring.

15. **Snowblowing**
 1. Byron will see if he can get either of the two smaller snowblowers to run. If not he will see if he can take them to Oddz n Endz.
 2. Gwen will learn how to operate the big snowblower in order to clear the lower parking pad.
 3. Byron will investigate servicing of the snowblowers for the winter.
 4. John will tell Nick to plow the church parking lot by 7:45 a.m. and not take care of the lower pad.
 5. Nick will run the snowblower near the garage at the parsonage.

16. **DayCare**
 1. Enno had the youth group take everything downstairs. Ranna will decide on what we want for our own nursery. He invited the Food Shelf volunteers to help themselves to anything they would like to have.
 2. The couch is in the hallway. It can be re-upholstered and used in the youth room downstairs.
 3. The outside door need to be rekeyed so the room can remain locked outside of daycare hours. Jeff will take care of this.
 4. The two interior door locks need to be removed which is the daycare owner's responsibility.
 5. The door leading to the hallway is good the way it is. We and the daycare owner have keys.
 6. The hanger for banners will remain in the closet.

17. Memorial Fund Designations

1. Helen is pleased with our thoughts to use Bob's memorial monies for new Fireside Room furniture but is not interested in selecting the furniture.
2. Unrestricted memorial funds can be put towards the \$6,000 architect contract as well as any beautification on the gardens.

18. Parsonage Fix It List

1. **Enno and Kileen will get small charcoal filters for the musty rooms downstairs.**
2. **Front Deck -**
 1. **Bruce and Byron will work on this when the wood becomes available.**
3. **Back Deck -** Maintenance on the large rear deck can be deferred until spring or later.
4. **Chimney -** Mark Spinler will clean the chimney.
5. **Dishwasher -** Byron has fixed it!
6. **Washing Machine -** Byron has fixed it!
7. **Refrigerator -** Replacement is not imminent but should be planned for in the near future.
8. **Kitchen Faucet leak -**
9. We will request \$1000 annual budget for parsonage repairs. **Bruce will take this to the Finance Committee.**
10. **Fencing around the Garden**
 1. Will require post hole digging in the Spring.

19. Compost

1. Bruce takes care of the compost.
2. Gwen will remind the Food Shelf folks they can use the compost.

20. Custodian Update

1. Still looking.
2. **Gwen is willing to help out and maybe someone else would be willing to help.**

21. Master Plan for the Building

1. Discussion/clarification of the role of the architectural firm.
 1. The Master Plan is a separate contract from any future contract for individual projects.
2. **Bruce will make a visual graphic to show donations thus far.**
3. **\$2,525 has been raised as of this date.**
4. If we get close, we can use the unrestricted funds to pay the contract and still fundraise.
5. Our goal is December 1 to raise the funds.

22. Advent Wreath/Trees

- 1. Jeff and Bruce will work on this project.**
- 2. Bruce will contact Dave Steckelberg to make wooden signs for “Faith, Hope, Love”.**

23. Next Regular Meeting: Thursday, December 7, 11:00 a.m. at the church

ACTION ITEMS:

- 1. Byron will take care of chipmunk problem.**
- 2. Gwen will work on light bulb replacements for the sanctuary.**
- 3. Byron will work on the 2 small snowblowers.**
- 4. Byron will service the 2 large snowblowers.**
- 5. John will contact Nick with timeframe for plowing church parking lot.**
- 6. Byron will get cost estimates for landscaping, picnic table and bench to be submitted to the county for the grant application.**
- 7. Jeff will deal with leaking outside water faucet.**
- 8. Jeff will make sure heating ducts in the daycare room are covered.**
- 9. Jeff will get fitting for replacement valves in the heating system.**
- 10. Byron will repair downstairs women’s bathroom toilet.**
- 11. Jeff will get the outside door to the daycare rekeyed.**
- 12. Bruce and Byron will work on deck at parsonage.**
- 13. Bruce will inform Finance Committee of our request for \$1,000 line item budget for parsonage expense.**
- 14. Gwen will help out with custodial if it is needed and when she is available.**
- 15. Bruce will make a visual graphic for the \$6,000 fundraising.**
- 16. Jeff and Bruce will set up the outdoor Advent Wreath.**
- 17. Bruce will ask Dave Steckelberg to make wooden signs “Faith, Hope, Love”**