

Facilities Board Meeting – 10:00am September 30, 2025

Attendees – Steve Ammons, Paul Bailey, Mike Bearden, Dave Ham, Steve Russell, Bryan Wester

The meeting began at 10:00am with a prayer by Paul Bailey.

The following items were covered during the meeting:

- Discussion of the creation of the Facilities Board and Finance Committee
- Review of the proposed Board Policy and establishment of the Facilities Board as well as the purpose for the board.
- Establishment of responsibilities:
 - Board Chair/Communicator – Dave Ham
 - Deputy Board Chair – Bryan Wester
 - Safety and Security – Steve Russell
 - Groundskeepers – Dave Ham/Steve Russell
 - Kitchens – Mike Bearden
- Meetings will be held on the second Thursday of each month at 10:00am
- The following items of concern were discussed during the meeting:

The status of spending and budgeted funds remaining is currently unknown. A new updated report including September spending will be made available by Rick Pearce before the next meeting.

A new CoC Narthex chandelier is on site and will need to be installed. Steve Ammons and Bryan Wester will coordinate the installation. This will require two workers since it is an elevated job.

Two ceiling leaks have been discovered and will need attention: one in the Robing Room, as well a potential leak in the Bell Tower Narthex. Steve Ammons will identify local roofers to get estimates and affect the repair.

Water temperatures for the Parish Hall dishwasher don't meet specifications. Further investigation is needed to determine the nature of repairs.

Venting for the stoves in the Parish Hall is insufficient since it is currently an internal vent. An external vent would be preferable and has been budgeted. Further planning will be required.

Attic Storage above the Sanctuary is in a state of disarray and will need to be corrected. A survey of available storage spaces vs. the items requiring storage will need to be conducted. This will require coordination with all parties in need of space. Dave Ham will coordinate with parties involved and implement a plan.