

Facilities Board Meeting – 10:00am July 16, 2026

Attendees –Dave Ham, Dana Richardson, Bill Happer, Steve Ammons, Fr. Lin, Karla Platt

Absent –Ross Lively, Bryan Wester

Fr. Lin opened the meeting with a prayer.

Old Business:

- Discussion has been conducted regarding the exterior condition of the Sanctuary, last painted in 2015. It was agreed to seek evaluations and estimates from local painters to repair as needed and paint the Sanctuary. This would not include the Parish Hall that was painted c.2022. *Follow-up: An onsite evaluation was made by A-Z Builders, after consideration they decided to decline to bid on the work. Subsequently Kelley Construction has been contacted, and they will evaluate the scope of the work and hopefully submit a bid on the work.*

- There are currently four tracks of lighting each having two light fixtures mounted over the Balcony railing in the Sanctuary. To date, two lamps have failed and three of the fixtures have failed mounts causing incorrect lighting for services.

Solutions for repair and three bids have been solicited; Prince Electric was selected to correct the problem. Subsequently it has been determined that the suggested lighting replacement may not be sufficient to correct the problem. The original supplier of the lighting has been contacted, and their recommendation is being considered, and a decision should be forthcoming. This repair will be very involved considering removal of the pews and a scissors jack will be necessary. *Follow-up: During the search for alternate, more affordable sources for the lamps, it was discovered that Leviton has purchased Con-Tech, the manufacturer of the current lamps. A referral was given to the local supplier, Sesco Lighting. Their outside sales representative is currently researching a suitable LED replacement given the parameters of the need. A suggested solution should be forthcoming. They may additionally have recommendations for installation.*

- Responsibility to construct and manage a 10-Year plan as well as the framework for the plan have been passed from the Vestry to Facilities. Work on this plan will commence soon and results will be communicated to the Vestry. *Follow-up: Benchmarking of other churches in the diocese is complete, and a visit is being planned to discuss a path forward for selecting a firm to prepare and manage the strategic plan.*

- A previous pinhole break in the arched window above the Moore Street entrance to the Bell Tower Narthex has expanded and has yielded a crack that crosses the entire window. This will need to be repaired prior to hurricane season. No current threat of injury to parishioners due to the break has been assessed. A window previously mounted on the west side of the narthex has been located; this window should be identical to the damaged window. *Follow-up: Brunswick Glass has elected to decline work on this project due to lack of capabilities. Subsequently Kelley*

Construction has inspected the window and is expected to provide an estimate for completion of the replacement.

New Business:

- The circular stained-glass window on the south side of the sanctuary facing Moore Street is showing signs of degradation of the external seals. Failure of the seals and mounting could yield damage to the window and surrounding structure. *Follow-up: Kelley Construction has done a preliminary inspection of the window and is expected to provide an estimate to make necessary repairs.*
- A review of projected repairs and associated costs was provided to Fr. Lin and Karla Platt to help with anticipating upcoming costs. Once estimates for the work are received, A discussion with the Treasured will ensue.
- A request was made to board members to consider and construct a list of additional budget items to be discussed at the August meeting.

Committees:

- Groundskeepers – A Ministry in Focus presentation will be needed in the near future to fill team vacancies. Due to the current drought conditions, campus irrigation has been shut down; hose watering will be allowed during this period and will be used to mitigate damage to susceptible plantings. Brunswick County will provide updates on allowed irrigation as the drought continues.
- Memorial Garden – Once irrigation is restored to the garden, replacement for damaged plantings will be planned.

Meeting was adjourned at 11:30 pm.

Next meeting: August 13, 2026 – 10:00am in the Annex