

**Southminster-Steinhauer United Church
Minutes Property Management Committee
February 5, 2019, 19:15h**

Attendance: Peter Blackall, Gerry Coen, Art Hildebrand and Andrew Redeker.

Regrets: Ken May and Kameron Wolford.

Andrew Redeker called the meeting to order at 7:10 P.M

1. Agenda:

The agenda was approved as circulated.

2. Minutes from the December 4, 2018 meeting:

The minutes of the December 4, 2018 meeting were approved as circulated.

3. Business arising from the December 4, 2018 meeting:

- Janitorial services

The scheduled waxing of the floor in the large hall was cancelled. Andrew will check on progress of plans for upgrading the large hall floor – it may influence the rescheduling of the waxing. Ali is not planning to increase the cost of janitorial services now.

Action Item

- Kitchen Hood Vent inspection fault

Art reported the contractor that renovated the kitchen has installed a second nozzle in the hood vent.

- Repairs/building maintenance

It was reported that the door stop on the door from the Entrance into the Foyer was worn out. Peter will check on it. Andrew mentioned that he had put a new doorstop on the Choir door. Art reported that he had replaced the screws on the west entrance door automatic opener.

Action Item

- EPCOR Bills – Kim Boyes inquiry

The discussion did not suggest any particular reason for the sudden increase in the EPCOR bill last month.

- Carpet in the Large Hall

Andrew missed the last meeting that discussed the large hall floor. He will follow up.

Action Item

- Dish Rack Disposal

On hold until next meeting.

Action Item

- Replacement of phone number on the front door

Gerry will check if there is any progress.

Action Item

- Paint touch-up update

Thanks to Peter for developing a plan for maintaining the painted surfaces in the building. It was mentioned that we should plan to paint program room 3 in April or May depending on use

Action Item

requirements. We could proceed now with washing off dirty marks on the walls in the lower hall. Peter agreed to see if the gentleman who has offered to volunteer would like to wash the marks off of the basement hall walls.

- Replacement of committee members

The need for additional volunteers continues.

4. New Business:

- Kitchen report

There was a request to have a speaker installed in the kitchen so workers could hear the proceedings in the Large hall. Art said he would investigate the details to do it.

- Security report

There were a couple of minor issues that happened over the last month or so. AEDARSA (Alberta Elevating Devices & Amusement Rides Safety Association) conducted the annual inspection of our lift. There were 4 faults that require fixing by April 17, 2019. Aynsley has contacted RAM to make the repairs.

5. Other

6. Next Meetings: March 5, 2019.

7. Adjournment:

Art moved the meeting be adjourned at 8:55 p.m.

Gerry Coen, Feb. 5, 2019