

QMPC DISCERNMENT
PROPERTY TASK FORCE

REPORT TO THE CONGREGATION 06-23-2019

Discernment Property Task Force Members

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This Task Force was formed to EVALUATE THE PHYSICAL PLANT in terms of maintenance needs, safety concerns, building use and organizing storage. We want to create a sense of welcome and friendliness for members and visitors alike, enhance energy efficiency, reduce long-term maintenance costs and make the physical plant more aesthetically pleasing.

The following needs have been identified and we are proposing financing options for high budget projects to make sure that they are completed. We are in the process of obtaining multiple bids for each project.

The Task Force was also charged with IDENTIFYING VARIOUS NEW USES for the building.

PHYSICAL PLANT PROJECTS – The following are the top ten projects which will be completed as funds are available.

Windows, Trim and Outside Doors – If we paint the windows and trim they will need to be repainted every 3 to 5 years. The current single pane windows are very energy inefficient. A few years ago, windows in the church office, DCE office and Moseley Chapel were upgraded to improve energy efficiency. Those windows were wrapped with a gray vinyl that is both aesthetically pleasing and reduces the cost of maintenance. The same contractor can install exterior panels with low-E solar reflection outside the stained-glass windows. This would improve church security and energy costs. The window trim will be wrapped with vinyl to match the existing color. One hundred and thirty windows should be upgraded, beginning with the 16 windows in the sanctuary facing the parking lot. The task force discussed the possibility of people sponsoring a window. This project will reduce our energy expenses and protect the wood and windows for years to come.

The exterior wooden doors have become severely deteriorated, warped and need to be repaired, sanded and refinished or replaced. If refinished, the task will need to be repeated every two to three years. The doors can be upgraded with wood-grain fiberglass that is much lighter and weather resistant. Each door will have tempered glass to enhance safety. These doors will last for years, be maintenance free and more energy efficient.

Repair, Replace Gutters and Install Gutter Guards – We have had some issues with water infiltration from the clogged gutters. They need to have the old guards removed, gutters cleaned, straightened or replaced. This maintenance was proposed in 2014 and was postponed due to funding. It is now at a crisis point.

Upgrade Electric and Lighting - Since QMPC is the highest point in the city, it is susceptible to lightning strikes and electrical surges which can damage not only the bells, but all electronic devices. We need to install surge protection and electrical grounding throughout the building. The Task Force is also looking into ways to improve the lighting in the Fellowship Hall (without removing the current light fixtures). We are also looking into ways to put the thermostats on an energy management system. These projects will protect the building, reduce electrical costs, increase efficiency and enhance safety.

Electronic Sign – to be placed in existing stone sign. The Proposal includes a custom LED sign, full color double faced to fit in current opening – 4’ X 6’ viewing area. Eight lines at 5” type.

Five (5) year factory parts replacement warranty on hardware (not including service call).

One (1) training session on site of LED Editor Software for two (2) hours.

One (1) year Phone customer support not to exceed twenty (20) sessions in a year.

This cost includes installation, labor and materials and design/set up.

We will also need to obtain permission from the city to install an electronic sign.

Sanctuary Safety – Install 2 monitors in the sanctuary as part of a new safety plan for the church. One monitor will be at the back of the sanctuary and the other in the chancel area.

Inside painting and Wood Refinishing – to be done after committees collect their supplies for storage and all rooms are cleaned. Kitchen ceiling needs to be repaired prior to painting. The entire church interior needs to be painted. The woodwork in the church needs to be refinished due to age, use and dry heat in the winter.

Replace flooring with laminate in the Christian Education/Youth Office (damaged when AC unit flooded the room). Carpet will need to be removed, and the wood repaired and/or laminate put in its place.

Purchase an AED for use in medical emergencies. Ushers, elders and staff will be trained in its use along with CPR and First Aid. We anticipate opening the latter training programs to the community as well.

Window Wells, Downspouts, Drainage Pipes - Rotor Rooter has cleaned ½ the system. They are providing a map for the pipe layout. They have cleaned the system in years past. If this does not take care of the clogged drains, the window wells will flood again with the next hurricane. Replacing the pipe would at that point need to be the next step. **Debris Protection for Window Wells** also needs to be put in place to eliminate water and debris filling up the wells and causing flooding into basement classrooms.

Assess and Upgrade the Sound System in the Sanctuary.

ADDITIONAL PHYSICAL PLANT PROJECTS AS FUNDS ARE AVAILABLE

Signage outside – Replace current signs with one large sign on a high post saying “main entrance” and a second sign (two sided) to hang from the light post near the ramp also saying “main entrance”.

Cage the AC Units – At the request of our insurance carrier we need to cage all the rear A/C units to reduce the risk of vandalism and theft.

Soft Wash Of Windows And Outside Of Building – Soft Power Wash Of Building And Outside Of Windows.

Upgrade bathrooms in the basement – Improve handicap (ADA) accessibility. This will be necessary as we offer additional programs and small group gatherings for members and the community.

Upgrade AC units in the Sunday School Wing of the Building - This will be necessary as we offer additional programs and small group gatherings for members and the communities

Ground Maintenance – to enhance safety and improve aesthetics of the property.

Steps at the Kitchen Entrance – Landscape the area in front of the steps to improve safety and enhance aesthetics.

Seal Cracks and Crevices – throughout entire building to improve energy efficiency and protect building from the elements and pests.

Humidifier for Sanctuary – for use during the winter months to reduce drying and cracking of the wood and to protect the piano, organ and pews.

Reseal or resurface Parking Lot –Asphalt pavement deteriorates with time. The church parking lot has cracks and is becoming rough. Resealing or resurfacing the pavement will improve safety and make our church more welcoming.

Motion Sensor Light Switches in the Restrooms: to save on electricity.

Drop-down Baby Changing Table: in the restrooms.

Pest Control: To ensure a healthy environment for members and staff.

USE OF THE BUILDING – Bible Study discussions, survey and congregational gatherings have identified the desire to provide programs on life issues and spiritual nurture as well as Congregation-wide mission efforts using resources from various agencies/organizations and members of QMPC. Locations – Fellowship Hall, Library and downstairs classrooms. These programs and mission efforts would also give QMPC the opportunity to invite community to participate and to make a difference in the world. The following ideas are just as starting point. Further research is being conducted to determine the needs and interests of Young Adults and Seniors

Possible Programs

Two or Three Mission Projects during the year that engages multigenerational folks and invites neighbors and friends. These would be hands-on projects for a majority (preferably all) of the

congregation to provides service to others, include an educational component and allow for fellowship time.

Examples of Mission Projects. Rise Against Hunger, Repair play ground, Pack cleaning kits for disaster response organizations, wrapping Christmas Presents for Angel Tree. Gleaning for the World, Proving and packing backpacks with school supplies or food.

Committees to be involved in the Planning and Implementation – Mission, Fellowship, Christian Education, Youth, Communication Committee

Programs and Small Groups For All Ages

Current Small Groups And Classes: QMPC already has a number of small groups that involve members and neighbors alike. The following would continue: Artists, Book Group, Writing Group, Contemplative Prayer, Knitting Group, Lunch Bunch, Young at Heart, Retired Teachers Association, Balance Class.

Examples Of Possible New Programs. Yoga class, exercise class, Spanish lessons, how to use computers and cell phones, Understanding Medicare and Medicaid, financial management, CPR and First Aid, aging well, medication safety, balance class, home safety, safe driving, grief support group, living with chronic diseases, diabetes, GED classes, homeownership, making a new life for one (Singles Group), community picnic, game night, movie night, talent show.

Committees to be involved in planning and implementation – CE, Fellowship, Youth, Care and Nurture, Communication Committee (will need to be formed)

Possible Use Of Building By Community – Examples: Scouts, Alcoholics Anonymous, Narcotics Anonymous, Take Pounds off Sensibly (TOPS), English as a Second Language, tutoring of children and adults, host Red Cross Blood Mobile, Mothers Morning Out, Jubilee Center Classes

Committees to be involved in planning and implementation – Property Committee, Outreach Committee (will need to be formed), Communication Committee. Will need to update our building use policy.

SAFETY: Many actions have already been taken to keep people safe while in the building. The Property Task force will identify additional Safety concerns given the rash of major tragedies that have befallen other churches and municipal buildings. The Task Force is researching local and national resources with the goals of providing training and developing a church safety plan.

FUNDING:

The Session has approved the Property Task Force to initiate a “Capital Campaign” with a Goal of \$250,000. Ten Percent (10%) of the Campaign will be given for benevolence purposes.

The Capital Campaign Co-Chairs are Steve Hubbard and Bert Dodson

As part of the “Capital Campaign”, People will also be encouraged to “buy a window” to cover expenses for wrapping the wood and providing outside glass to protect the stained glass windows.

PROJECTS COMPLETED OR IN PROCESS

Air Conditioner for Narthex has been replaced.

Wheelchair spaces in the sanctuary – The Romeos have reworked one pew to allow space for two wheelchairs and will install handicapped signage.

Signage Inside: Directional signage has been installed. A couple of signs need to be revised. We need room signage for Library, Fellowship Hall, Children’s Worship, Elementary Classroom, Jr. High Classroom and Sr. High Classroom and elevator. To be handled “in house”.

Welcome White Board: Greetings to various groups meeting in and using the church will be posted on a white board outside the office. Church staff will maintain.

Railing for steps in Chancel: Based on the Hard Data findings with so many of our members in the senior stages of life, we identified one safety concern in the sanctuary - the Chancel Steps. On Sundays we have seen many ageing lectors, ushers, elders and pastors navigating the Chancel Steps with no means of support. The Property Task Force has contracted for two wrought iron railings from Lynchburg Railing including installation. Railings will be attached to the floor with a skirt at the bottom and Lamb’s Tongue ends. They will be placed on both sides of the Chancel Steps.

Cleaning and Storage- . To make the best use of the building and ministry supplies, each committee and other groups have been asked to collect, sort and store their committee/group materials by the end of August. A room in the basement has been cleaned out and set up with shelves. Clear plastic bins will be provided for storage. Each committee/group will have a different color label to ID bin contents: committee, materials, last used and person responsible.

Inside Cleaning Day – Scheduled for September 21, 2019 from 9:00 AM to 1:00 PM to clean every room in the church (inside windows, window sills, shelves, corners of walls, wipe pews, vacuum sanctuary, deep clean in kitchen including removal of items from shelves, wiping out cabinets, washing walls, and appliances. Lunch will be provided. Volunteers from church membership will be asked to help clean.