



ST. DAVID'S
EPISCOPAL CHURCH & SCHOOL



Property GM & Trustees Report

February 28, 2018

St. David's Episcopal Church and School
43600 Russell Branch Parkway
Ashburn, Virginia, USA 20147
property@sdlife.org

Overall

Met with several contractors to look at repairs to the cedar siding on Mercer and repairs/painting of the church roof.

GM attended Vestry retreat to represent staff and property responsibilities

Loudoun County introduced additional requirements on the Trailer application, by wanting to create separate addresses for each building and the potential for wanting to name our parking lot. Stay tuned.

Buildings

Church

Pipes vibrating in the NW corner of the Sanctuary caused by faulty toilets – one in each of the church bathrooms. Replacement parts have been ordered.

Adjusted Right Hand sanctuary door to stop scraping.

Adjusted Main narthex door to close quicker.

In process of gathering estimates for repair and painting of sanctuary roof

Two baby changing stations have been ordered for the church bathrooms. POPS will pay for them.

Mercer Hall (School)

Purchased and delivered outlet cover for preschool front desk; they said they would install themselves at a convenient time.

Gathering estimates for siding and deck repair at preschool

Boslaugh Hall (Church Office)

Replaced power supply and cord on Maureen's Church laptop

Assisted Corbin with cabinet installation, rewiring of phone/fax/network lines, drilled electrical outlet access hole and installed small shelf above sink in Boslaugh kitchen.

Property Management

Coordinated with Simplex Grinnell to have fire alarm, sprinkler and extinguisher inspections completed

Senior Trustee, in agreement with the Property Team, Declined the request from Next Edge (T-Mobile) to consider hosting test equipment for three (3) years.

Signed off on Evan Schalow's Eagle Scout vegetable garden enclosure project.

Working with Regency Center Management on the possibility of renting them valet parking spaces (30 to 40) on Thursday, Friday and Saturday evenings for Belmont Chase Restaurant's

Gathering estimates for parking lot repair (cracks and potholes)

Church Cemetery and Columbarium's

Met with Bob Acker to transfer his burial rights from cemetery to columbarium

Quiet month except for Wind & Storms blowing down limbs and outdoor objects

Pending Actions:

Interment of Barb Bracebridge family member – Time TBD by family

Interment of David Olson in Columbarium niche sold to Kathy Olson; on hold for Family scheduling with Fr. Will

Open Issues Tracking from Quarterly Team meeting:

- Gas spot light on Bell Tower - unit needs repair - bulbs OK
- Office - back door latch still sticking occasionally
- Two new door stops / props for the main door into the Narthex and Men's bathroom door in the church, but haven't gotten around to replacing them yet
- Sacristy – Repair of Piscina. (Blessed Wine Disposal sink into ground)
- look into cleaning of church air ducts
- 4 to 5 parking lights are out
- Re-stain or replace back decks of Boslaugh
- Several pews need to be refinished due to water stains
- Water damaged dry wall bulkhead near sound booth needs repair
- Preschool siding needs repair/replacement
- Parking lot pot holes need repair
- GM's laptop has been shutting down unexpectedly, and we are investigating potential causes and running diagnostics to try to pinpoint the problem
- Parishioner Concern / Request to get the Church front windows cleaned under the curved acoustic sounds dampeners – Trustees concerned about breaking plastic curved shading, so further discernment needed to evaluate the risk / reward of planning out and completing the task.
- Purchase table cart for vesting room

Outdoor Sheds on St. David's Episcopal Church Property

two sheds – old/unlocked

new – compartmentalized – 4 locked units

Contents as of Feb 28, 2018

Unlocked/old shed – CHURCH – tools and salt containers – on floor
BOSA – has one *designated* shelf unit
REACH – has one *designated* shelf unit in use
VBS/church programs – large wood platforms – on floor

New/compartmentalized shed

unit # 1 3' X 16' - CHURCH - 2 ladders, large wood candle stands, shingles

unit # 2 5' X 8' - VBS – *designated* one shelf unit
(waiting for VBS to respond to Dec email to move in or
release space, if no longer needed)

EDEN garden – hose and hose reel with hose – on floor

unit # 3 5' X 8" - Maureen/CHURCH programs – one shelf unit
GIRL'S GROUP – Christmas tree – in corner on floor

unit # 4 8' X 12' - FLOWER GUILD – one shelf unit + floor
CHURCH Materials/Decorations – three shelf units
*These were items removed from the church attic
and vesting room closet*

All metal candle stands – now used for Saturday at 6
service and back being stored in the vesting electrical
machine room closet

New requests should be addressed to Liz at property@sdlife.org

For the GM & Trustees,
Liz Mesecher, Allan Steed, Marilyn Tracy, Jeff Rubin, Lawrence Panetta, Chris Smith