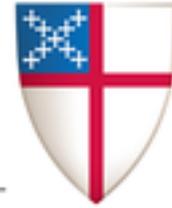




ST. DAVID'S
EPISCOPAL CHURCH & SCHOOL



Property GM & Trustees Report

March 31, 2018

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

Overall

Repair Reserve Request for Roof Repairs

Met with Michael Martino to discuss details and share additional history on the Repair Reserve Fund and short-term forecast plans that are past due for fixing or on the near term.

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 installed to fix the problem.

Door Stop replaced on Men's Restroom door.

Old Door Stop removed from main door to Narthex, but need to find correct size for replacement, so new holes don't need to be drilled, to preserve the strength of the metal in that part of the door.

The old chair rack (converted to the Coat rack) was retired and recycled.

A new table rack was assembled and needs to be modified for best use.



A new Sanctuary roof leak dripped on the band sound mixer.



The font was drained for Good Friday, cleaned and refilled for Easter.



Buz Price sent photos of repairs needed in the Narthex and Sanctuary.

The GM and trustees were already aware of what repairs are needed, but lack of funding makes it difficult/impossible to schedule the required repairs. Steps are underway for addressing some of these items, and others have been in the plan, as time and funding permits.

Here are a few examples taken care of during Holy Week.



The Trustees wish to thank and acknowledge the affirmation of the strife we have been dealing with and appreciate the apparent renewed support and interest coming from Michael, Buz and Theresa on addressing these needs, sooner, rather than later.

Mercer Hall (School)

Nothing significant to report

Boslaugh Hall (Church Office)

Nothing significant to report

Property Management

Reviewing contract/proposal from Regency (shopping center to our South) concerning rental of 20-40 weekend evenings of church parking spaces for their restaurant patrons.

Gathering estimates for parking lot repair (cracks and potholes)

Loudoun County (Dan Vargas) requires our church buildings to have specific addresses. It was agreed - School 43600A, Office 43600B, and Church 43600C Russell Branch Parkway

Roof shingles were replaced on the old shed due to 71 mph wind damage.



Church Cemetery and Columbarium's

A funeral service was held for parishioner Marilyn Van Wagner.

The burial plot for Father Johnson was marked and prepped for digging on the Monday after Easter. Interment scheduled take place on Friday, April 6, 2018 at 3 pm



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
- Sacristy – repair of Piscina. (Blessed wine disposal drain 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
- Preschool decking needs repair and staining
- Parking lot pot holes need repair
- GM's laptop has been shutting down unexpectedly -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
- Two baby changing stations delivered and to be installed in the church bathrooms.
- Gathering estimates for siding and deck repair at preschool
- Purchased and delivered outlet cover for preschool front desk; they said they would install themselves at a convenient time

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