

**Messiah Evangelical Lutheran Church**  
**Special Congregational Meeting – May 15, 2016**

*Called into community, gifted to serve;  
Glorifying God through love in action.*

Julie Gerstenberger called the meeting called to order at 12:00 PM and confirmed that a quorum was present.

**Opening Prayer** - Pastor Aileen opened the meeting with prayer.

An anonymous member has offered a very generous \$100,000 gift to support capital improvements, specifically air conditioning in the sanctuary. The member would like to see this be ready for summer 2016, necessitating this meeting and a phased approach to our Capital Planning activities to leverage the gift. Comprehensive plans are being developed in parallel with this initial project, and will be reviewed with the congregation at a future meeting.

**Capital Planning Status**

The Capital Planning Team has been working diligently to develop a comprehensive plan for the property, and should be thanked for their work – the team includes Tom Johnson, Rod Speer, John Corman, Sandy Mclellan, Gene Ligtenberg, and Wayne Reabold. Planning is focused primarily on larger projects: Parking lot repair, Sanctuary roof repair, and heating/cooling (HVAC). Other smaller projects are being handled on an as-needed basis. For example, a replacement shed has been ordered and there may be a need to replace the hot water heater in the near future based on its lifetime.

- **Parking lot** – This project will involve repaving 35 feet of the parking lot near playground, cutting out/patching potholes, crack filling, resealing, and restriping. In addition, basketball court lines will be added beneath the hoop. One quote has been received for \$19,000. Additional quotes have been requested.
- **Roofing** – Contractors have been asked to assess the entire building, and also to quote on painting soffits and trim where appropriate. One quote has been received for \$106,000 to address the sanctuary roof and office area roof, with repairs to the lower flat roofs. Additional quotes are pending.
- **HVAC** – This project encompasses heating/cooling throughout the facility as the boilers are believed to be near their end of life and very inefficient. Two different contractors have recommended variable refrigerant flow (VRF) solutions based on their energy efficiency, uniformity, noise, and the constraints of our building layout as it relates running duct work.
  - We have received two quotes for VRF systems, and one quote for the electrical work for the Sanctuary phase only. In addition, we have an ROM quote for engineering drawings.
  - VRF is intended to replace the boilers once installation is complete throughout the building, although one boiler might be kept available as a backup for emergency use should outside temperatures drop below -15F.
  - VRF technology has been heavily used in Europe and Asia, and increasingly in the U.S. A team from Messiah visited the Al Sigl Center to inspect their installation.
- **Additional questions for follow up**
  - Are the planned VRF units compatible with possible future geothermal installations on the property?
  - Will the cottonwoods in the area create problems for the compressors?

The Town of Greece requires Permit office review of stamped engineering drawings for all improvements over \$20,000. We understand that the town may require installation of Energy Recovery Ventilators to control carbon dioxide levels, which could cost about \$20,000. These costs are included in the Phase 1 proposal presented.

### Phase 1 Project Details

The proposed Phase 1 project would include parking lot improvements as described above, as well as installation of a VRF system in the Sanctuary. These projects are being prioritized based on the anonymous gift and the donor's requested timing. The Capital Planning Team will continue to develop complete plans for review with the congregation in the next few months.

Sanctuary VRF heating/AC	\$74,800
Sanctuary HVAC electrical (inc. 220V for future compressors)	\$17,000
Concrete pad for compressors	\$2,150
Project drawings	\$9,500
Sanctuary VRF HVAC Subtotal	\$103,450
Contingency: Sanctuary air exchangers (if required by town)	\$20,800
Other contingency costs	\$11,250
Sanctuary HVAC Project total	\$135,500
Parking lot upgrades	\$19,500
TOTAL	(\$134,200) \$155,000

Question- If we do Phase 1 now but do not proceed with other phases, will the boilers still be usable for the rest of the building? Yes, we will continue to use the boilers, hopefully reducing usage to only one of the two boilers. This provides some redundancy should one of the boilers fail before we complete a replacement plan. (We currently use both boilers in peak heating season, and operate with one boiler during spring and fall transitional heating seasons).

Question- The Sanctuary roof is leaking but we are focusing on air conditioning - what should really be the priority? We have short term repairs in place for the roof, and some of the leaking was due to overflowing gutters, which has been addressed. We are working on roofing quotes and expect to come back to the congregation in June/July to discuss roofing as part of the overall plan.

### Phase 2/3 Project Estimate

VRF System for rest of building	\$264,000
Electrical	\$33,000
Fencing	\$2,200
ERV Air Exchangers for rest of church (if required)	\$60,000
Subtotal HVAC for rest of building (not Sanctuary)	\$359,200
Roofing	\$106,346
Painting	\$44,995
Restore Greater Messiah Fund funds used in Initial Phase	\$55,000
	\$565,541
Contingency	\$24,459
TOTAL	(\$485,000) \$590,000

Question- If the current heating and cooling systems were working as designed, would we need to replace the HVAC? Yes, the boilers are at or beyond their expected life, and provide non-uniform and periodically unreliable heating.

Question- When would the Sanctuary VRF installation be complete? This will depend on town approvals and contractor timelines, but we are moving as quickly as possible to order the longest lead-time parts. A kickoff meeting with contractors is scheduled for Wednesday, pending the outcome of this meeting. The system is expected to be in place for the summer cooling season.

### **Funding Options**

Funding options for the remaining phases were reviewed and include:

- Greater Messiah Fund- current balance \$75k
- Capital fund drive/ Member donations
- Remortgage
- Loan ELCA
- Other?

Funding options will be a key part of the overall Capital Plan to be reviewed at a future meeting.

### **Phase 1 Proposal**

The HUB proposes the following motion:

*“To accept a onetime anonymous gift of \$100,000 and hire a contractor to install a cooling and heating system in the Sanctuary; hire a contractor to construct the concrete pad for required compressors and to provide electrical work; and hire a contractor to upgrade our parking lot with paving, sealing and striping. Due to possible permit requirements and other contingencies, we also approve up to \$55,000 for additional related expenses to come out of the Greater Messiah fund if needed.”*

Two members moved and seconded the motion as proposed. Questions and discussion were invited.

One member noted that the Sanctuary was built with an exhaust fan to cool the space. That approach is often defeated by the doors and windows being opened, allowing the outside heat to driver out the cooler air inside. He suggested that better use of the existing exhaust fan could be adequate for summer cooling if used properly.

Another member noted the potential problem with cottonwood so prevalent in the neighborhood. This will be discussed with the contractors.

The concrete pad installed for Phase 1 would be sized to place all VRF units for the building. It would be located near the emergency exit for the kitchen, which is near the electrical power hookup, and will be fenced in after all compressors are installed.

In terms of the parking lot, a member questioned the regular presence of a tractor trailer in the parking lot, noting the wear and tear on the lot. It was noted that we do not have a consistent policy regarding overnight parking, so a policy will be developed.

A member questioned whether there may be any applicable grants to fund these projects. Grants were used extensively for the recent LED lighting project, and will be explored here as well.

A member noted that we should be sure to thank the donor for this generous gift, which prompted a hearty round of applause.

Call for vote: The motion was carried with 44 yes votes, 4 no votes, and 2 abstentions.

No additional new business was brought forward.

A motion to adjourn was made, seconded, and passed.

The meeting adjourned at 12:41 with prayer.

Respectfully submitted,

Lisa Klima, Acting Secretary  
Julie Gerstenberger, President

Action items

- Research whether the proposed VRF system is compatible with a geothermal system (Capital Planning Team)
- Find out whether the prevalence of cottonwood is a problem and plan to address is (Property Team)
- Develop a policy for trailer use in parking lot (HUB)