

## PROPERTY REPORT (April 2024)

### PROPOSED (IN PROGRESS WORK / INFO)

1. As per LCEC's decision on 21<sup>st</sup> May 2023 wall cabinet to be installed in the pantry - The meeting agreed with the proposal including the installation of kitchen cabinet at downstairs and upstairs with a budget of RM5,000.

*QUOTATION FOR WOOD CABINET IS DONE AND APPROVAL, NOW PENDING FOR QUOTATION FOR ALUMINIUM CABINET*

Second Quotation is RM6945 For Top Kitchen, Bottom Kitchen and Admin room cabinet.  
(By Alex's supplier) **\*\*\***(Pending For other Proposal and quotation)

2. Diagram 2 is showing the proposed classroom and storeroom for Sunday school on level 1. (To do partitions and doors at pastor's office, so that can create 2 classrooms and a store room) *(JUNE 2023 LCEC Minute)*

# Proposed Pastor old Office will be used for Sunday school big size classroom and no need to do partition since this room size is suitable to accommodate more students.

# Only need to buy a small cabinet (Server Rack) and do minimal modification to keep the old CCTV's controller, power supply and cable.

**\*\*\***(Pending for buy a small cabinet / server rack )

3. To Setup a multimedia / video room for Sunday school. *(JUNE 2023 LCEC Minute)*

# LCEC decision: To buy 3 portable smart TVs/monitors at a budget of RM1500 each

# bought 1 unit of 65 inch used SMART TV with cost RM1000, pending for installing.

4. The meeting has decided that to remove the 3 recycle bins. *(JUNE 2023 LCEC Minute)*

# LCEC has given two months time to remove all the recycle bins

5. Buy a bigger sizes chair for admin. – *survey for specification and quotation*  
*(NOV 2023 LCEC Minute)*

6. New building window is not tinted, it caused the UV and heat increase from direct sun, we should install the window with UV protection or look for others solution. – *Quotation for curtain, blind and tinted for approval*  
*(NOV 2023 LCEC Minute)*

7. All the Sunday school classroom were relocated to new building, the hall become empty:
  - o Because the empty big room sizes, the echo sound become worst, need to propose for sound absorption.
  - o The current stage is too small for activity, it causes the speaker always block the projector screen, propose to redesign stage for better view for audience.
  - o To hang up the speaker & tidy the speaker cable to reduce falling hazard.

LCEC decision on 14/1/2024: To get quotations first and learn how it can be done. To decide to do ourselves if quotations are too expensive.

Status: Waiting time slot to do site study.

8. The cassette aircon at Sunday school (above piano) is not working for more than 1 year - was checked and troubleshot by different contractors, but still not functioning.

Status

- a) To get quotation from contractor who can fix the problem.
  - b) Sister Debbie is emptied out her rented office, request 1 used unit from her, pending installation to our premise.
  - c) These few day, this unit of aircon can be run, now is testing the liability for this old aircond.
9. There are 2 units of wooden fire door broken caused by rain water and sun heat (ground floor emergency exit door & Sunday school to new wing.) Propose to install new steel plate door.

1. Status (JAN 2024 LCEC Minute)

- a) Bro Alex commented that there is no issue with BOMBA regulation since that is not fire door.
  - b) To get quotation from contractors to replace the wooden doors.
10. The new wing fire door (ground floor main door) is broken and difficult to open, also caused by rain water, propose to put awning for longer lifespan of the door. (JAN 2024 LCEC Minute)

Status

- a) Proposed for upgrading (awning) was present by architect, now is pending for engineering material design.
11. To provide extension cable to Sunday school classroom (depending on the request) (JAN 2024 LCEC Minute)

Status: In progress

12. Install 1 unit of Fire Extinguisher in pantry to reduce fire hazard.

LCEC decision on 14/1/2024: Bro. Alex Lim to assist to buy foam type fire extinguisher to be placed outside the pantry.

Status: 1 unit fire blanket Install in panty, pending for 1 unit of fire extinguisher.

**WORK DONE**

1. Install 1 unit stainless steel outdoor sand water filter beside guard house for main incoming water.
2. Install a small ceramic water filter on second floor pantry (Panasonic brand).
3. To install 2 units of ventilation fan in pantry
4. Install 1 unit of wall fan for guard house.
5. Bought coway original drinking water filter and installed.

## **NEW PROPOSAL**

1. Proposed for upgrading existing guard house (Roof) was present by architect, now is pending for engineering material design.
- 2 Proposal for install 1 unit of projector and sound system on foyer for church activity. especially for senior citizen activity who unable to climb up to 1st floor.
3. The curtain for SUNDAY school is broken after trying washing in washing machine, this is cause by aging (more than 10 year) quotation already done. Is still very expensive compare to doing by ourself (RM200 VS RM50 per meter), is proposed to measure and doing ourself.

## **PROPERTY GIFTING**

Sister Debbie is gifting some items listed below: -

6 units of table, 30 units of banquet chair, 8 units of speaker, 4 units of speaker stand, 3 units of bar table, 9 units of bar chair, 3 units of PVC chair, 2 unit of table (kitchen), 1 units of wooden stool (office), 1 unit of file container (office), 2 units of sofa (counselling room / rest area), 1 unit of 2.5hp cassette aircon .

## **Church Van (Transport Ministry)**

There is a proposal to form a team to activate Church Transport Ministry.

Ministry will drive church van to fetch our member which have no transportation.

Ministry will provide only 1 coming and 1 returning trip on selected area and time ONLY.

\* Whoever need transport shall apply and approved by LCEC.

\* All driver require to attend a training before kick-off.

Member who able to help as below.

1. Bro. Foo Chee Yong
2. Bro Alex
3. Sis. Jenny (Admin)
4. Bro Peter Leong
5. Bro Ha
6. Bro. Kuan
7. Bro. Thomas
8. Bro Fong Kin Mun
9. Bro. Johnson Lee