

PORPERTY REPORT (June 2023)

PROPOSED (IN PROGRESS WORK)

1. Install 1 units of hanging fans
****(pending for suitable location to install)
2. Outside corridor bulb all burst. (Between TNB transmission Line and our Building & Water Tank & Pump Room), proposed to install SOLAR Street light (@RM200) or LED flood light.
***** (Ordered 2 unit of SOLAR lights from CHINA "TAO BAO", status shipping in progress)
3. Admin's high back chair is not function well (sound and not strong), will try to repair, need to buy new one to replace (because some parts are mounted, cannot dismantle).

***(INVESTIGATE)
4. LONG PAIN SHOE (MRCD) NEED to give away?
5. To buy some containers for pantry to keep the plate and mugs (LCEC decided to build wall cabinet for pantry, waiting for CCC on new wing only can continue for wall cabinet)
6. The New 3V PVC chair is cost RM32-35 per pc, please decide for colour and design.

WORK DONE

1. Trim DOWN 10 numbers of tree for shorter length.
2. Installed 6 pairs of car stopper to avoid car knocked on the new wing's wall.
3. Placing 6 numbers of flower / small plant in pot at new car park area to warn visitor not to park the vehicle too near to building wall.
4. Bought a hanging wall clock for SUNDAY SCHOOL and Installed.
5. Bought air conditioner gauge & R22 gas. Refilled 7 units of Air Cond, 1 unit unable to repair, need to ask air conditioner technician to repair the unit. Rymbayu's aircond belong to new R32 air conditioner system , after service main church (R22) air conditioner, will continue to learn to service R32 air conditioner for Rymbayu chapel.
6. To Duplicate The Key set for Admin 1) Iron Door of staircase 2) Entrance wooden door to Sunday school, 3) Sunday school MZ Door, 4) Main Entrance to sanctuary door.
7. Bought some cleaning tools for cleaner.
8. Dispose 5 units broken PVC stool and give away 15 units old PVC chair to "Beautiful gate".

NEW PROPOSED

1. To Dispose the old drinking machine.
2. There is an issue on safety on shoes on Sunday School Entrance. Most of the parents are not putting the shoes properly before enter the SUNDAY SCHOOL or Mezzanine Floor, causing risk of falling down from staircase.
3. Many members are complaint for our guard discipline, He is always disappear while his working hour (sleep in store, enjoy movie in switch room, going out to buy drink, etc.), should we set

him a working station and SOP? We also should provide him a power station for fan and charging purpose.

4. Registering property of church is in progress, treasurer please ask whoever wish to make claim, need a copy of receipt to property department for registering property purpose, this is also to avoid over buying or double buying. (Including Rymbayu Chapel)
5. Our TNB bills is rising (March 986.40, April 1127.05, Mei 1467.20), due to increase of activity in church, BUT we should set a regulation for them to use our facility, Sometimes we found that the air conditioner , fan and light is not switch off after the activity.
 - a. Who can use the facility and where.
 - b. What is the time for use.
 - c. How many air conditional and light can open on the activity.
 - d. Who is person in charged for the activity.
 - e. Should use the log book to track the usage of facility.

Property Gifting

1. Edward Sponsor 6 pairs of Car Stopper.
2. Collected 5 units of used steel rack & 2 unit of wooden rack from Fiona for main church.
3. Collected 1 unit of steel rack & spend RM100 to buy 2 units of book shelf from Fiona for Rymbayu Chapel.

2ND WEEK REFRESHMENT

		LCEC (Rm)	Lunch offer (Rm)	Cost (RM)	BALANCE (RM)
March 2023	KUIH	300 (Claimed)		240	60
April 2023	KUIH	300(Claimed)	209	180	389
Mei 2023	FISH BALL / cake	500(Claimed)		610	279
June 2023	KUIH	300		214.80	364.2