

B&G Meeting Notes – November 6, 2019

Present: S. Grimberg, P. Collins, G. Hoose, M. Berninghausen, P. Beekman, S. Trimm

Excused: B. Haldane, T. Nolan, D. Doran, E. Whittaker, R. Hutchinson

1. Financial Report reviewed and all budget lines on track
2. Investigate rain water diffusers for drain pipes on east side of church deferred to the spring
Roger
3. Colton Glass installed the protective glass. Pete was able to paint the exterior sash of the stained glass window and the ¼ round molding used to hold the protective glass in place. Colton Glass did a good job caulking all the gaps. The glass has tiny holes in the 4 corners for venting. They are so small, not sure wire mesh needed to prevent insects from getting in. Pete noted while painting, someone must have entered the sanctuary through the swinging doors. The stained glass window “pulsed” due to the air movement. Based on this, he thinks it would unwise to remove the protective glass covering the windows. A strong wind could blow the windows in.
4. The replacement estimates for boiler and furnace is still a work in progress; Grants disengaged the outside temp sensor that regulated the temperature of the boiler water. Boiler will heat water to 180 degrees regardless of outside temperature. **Pete**
5. Back from camping Gary hopes to connect with Pete Wyckoff to install wood flooring or something to protect walls where the table car are stored. **Gary**
6. With the arrival of cold weather dealing with heaving asphalt at back entrance deferred to spring. **David**
7. The Baptist church not only removed the branch but all of the box elder trees at the back of their property. It has opened up that area nicely and we will need to see how our apple tree responds.
8. NCC Systems has installed our LENS. John Danis, chair of the safety committee, will be drafting a memo on usage/operations which he will share with B&G.
9. Nate LaFaver came back to paint trim around front door.
10. Begin readying building and grounds for winter
 - a. Drain and store garden hoses – Erik (Done)
 - b. Turn off valves in basement to outside faucets – Erik (Done)
 - c. Make sure all windows are closed and locked – Bobbi & Mark (Done)
 - d. Check emergency exit door in Music Room and door at top of stairs for proper closure – Pete (Done)
 - e. Install rigid insulation board in doorway to bell tower room -Stefan (Done)
 - f. Swap out screens for storms in James’ office and wash windows- Phil & Pete (Done)
 - g. Empty, clean filters, and unplug dehumidifiers - Mark
 - h. Install snow fence in front of furnace exhaust/intake pipes - Erik
 - i. Cover fans and store in basement; extension cords stored in the social room closet – Dave (Done)
 - j. Bring up ice melt and snow shovels to front and back entrances – Tim (Done)
 - k. Confirm with Grant’s that we are on list for annual heating system check-up – Sara (Done)
 - l. Replace batteries and check programs in programmable thermostats – Pete (Done)
 - m. Adjust timer controlling exterior lights for time change – Pete (Done)
 - n. Remove new benches from Memorial Garden and store in basement – Mark & Phil (Done)
11. Pete installed the cabinet housing the AED units. John and Sara registered the unit and it is operational. It needs to be inspected monthly which will be done by a member of the safety committee.
12. Check fire extinguishers (Bobbi)

13. Check emergency lights & CO detectors (Tim)
14. 2019-20 Contract from Locke Design and Build for snow removal, lawn service, and removal of leaves has been received. Amount is \$2,700 (no change from last year). Sara will have Todd sign and return with ½ payment (balance paid in February).
15. Gary to hang historical photos in the Romer Room (need picture wire; photos and picture rail hooks in the office). Update: Pete Wyckoff hung the pictures on Thursday.
16. Replace fluorescent light fixture in boiler room and replace bulbs in RE can lights **Stefan**
17. West side bathroom door handle sticking **Phil**

Next Meeting: December 4, 2019