

B&G Agenda – November 6, 2019

Old Business:

1. Financial Report
2. Investigate rain water diffusers for drain pipes on east side of church **Roger**
3. Protective Glass update **Bobbi**
4. Replacement estimates for boiler and furnace; Disengage outside temp sensor **Pete**
5. Installing paneling for walls around table cart **Gary**
6. Heaving asphalt at back entrance **David**
7. Removal of Box Elder branch near shed **Pete**
8. Sanctuary LENS update **Pete**
9. Contact LaFaver Painting to paint trim around front door **Pete**
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
 - d. Check emergency exit door in Music Room and door at top of stairs for proper closure - Pete
 - e. Install rigid insulation board in doorway to bell tower room -Stefan
 - 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
 - k. Confirm with Grant's that we are on list for annual heating system check-up - Sara
 - l. Replace batteries and check programs in programmable thermostats - Pete
 - m. Adjust timer controlling exterior lights for time change – Pete
 - n. Remove new benches from Memorial Garden and store in basement
11. Installation of AED cabinet

New Business

1. Check fire extinguishers (Bobbi)
2. Check emergency lights & CO detectors (Tim)
3. 2019-20 Contract from Locke Design and Build for snow removal, lawn service, and removal of leaves
4. Hang historical photos in the Romer Room (need picture wire; photos and picture rail hooks in the office)
5. Replace fluorescent light fixture in boiler room and replace bulbs in RE can lights
6. West side bathroom door handle sticking

Next Meeting: December 4, 2019