

## **B&G Meeting Notes – December 4, 2019**

**Present:** P. Beekman, D. Doran, R. Hitchinson, S. Grimberg, P. Collins, G. Hoose, M. Berninghausen, B. Haldane, S. Trimm

**Excused:** E. Whittaker, T. Nolan

1. Financial Reports reviewed and budget lines are okay.
2. Investigate rain water diffusers for drain pipes on east side of church in spring **Roger**
3. Replacement estimates for boiler and furnace **Pete**
4. Installing paneling for walls around table cart will hopefully happen in the next couple of weeks **Gary & Pete W.**
5. Heaving asphalt at back entrance postponed until spring **David**
6. NCC Systems tech coming at 9:00 am this morning to train us on how to use the LENS system. Pete, Roger, Mark, Phil David, Gary and Sara were trained along with John Danis, chair of the safety committee
7. Begin readying building and grounds for winter
  - a. Mark did the final empty, clean filters, and unplug dehumidifiers
  - b. Install snow fence in front of furnace exhaust/intake pipes - Erik
8. The cabinet housing our AED cabinet has been installed. When you open the door an alarm sounds. To silence the alarm, close the door.
9. Pete W. hung the historical photos in the Romer Room but one fell and broke the frame. It fell from the wall during Deep River's Halloween party and they have agreed to pay for the new frame. Bobbi reported the original frames came from WalMart. Sara will order a new frame. **Sara**
10. Stefan replaced the fluorescent light fixture in boiler room with an LED fixture. He needs to order ballasts for some of RE can lights **Stefan**
11. Phil was able to get a new door handle for the west side bathroom door. Sara to make up a "vacant-occupied sign to hang on door to be flipped over as needed. **Sara**
12. Stefan replaced the light sensor bulbs at side entrance **Stefan**
13. Bobbi checked the fire extinguishers
14. Tim to check emergency lights and CO detectors **Tim**
15. Mark asked if we could install another light/motion light fixture on the right side stairs leading up to the pulpit **Pete**

**Next Meeting: January 8 (2<sup>nd</sup> Wednesday), 2020**