

B&G Agenda – October 3, 2018

Old Business:

1. Financial Report
2. Replace rusted screws holding down chicken wire in Bell Tower. **Miles M.**
3. Repair and installation of sun dial **Miles M.**
4. Repaint Coffee Cart **Helen H.**
5. Investigate rain water diffusers for drain pipes on east side of church **Roger**
6. Paint exterior trim around the front door **Roger**
7. Waiting on final quote for replacing attic windows **Phil**
8. Stained Glass Window repairs and protective glass **Pete, Bobbi, Stefan, & Gary**
9. Jerry Cootware (Coots Masonry) will repoint in September **Pete**
10. Issues with electrical outlets fronting kitchen, polarization, and locating a junction box
Stefan
11. Elevator issue with burned-out display board – have to return to key system until part located and repairs made **Sara**
12. Fall Pruning **Pete**
13. Dishwasher repair **Sara**
- 14.

New Business:

1. Check fire extinguishers (Bobbi)
2. Repair loose legs on square tables in RE space
3. Begin readying building and grounds for winter
 - a. Drain and store garden hoses - Erik
 - b. Turn off valves in basement to outside faucets - Erik
 - c. Make sure all windows are closed and locked – Bobbi & ?
 - 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 the kitchen- Phil & ?
 - 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
 - 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

Next Meeting: November 7, 2018