

B&G Meeting Notes – October 5, 2016

Attending: Pete, Mark, Erik, Phil, Roger, Gary, Stefan, Bobbi, and Sara

Old Business:

1. Financial Report – All our budget lines are looking good
2. Elevator issue – Pete will call Bruce Casler for update on replacement lights for panels; will raise issue of overhead lights staying on all the time.
3. AFE Wildlife Nuisance Control began work on our bat problem on October 6.
4. Bobbi ordered shades from North Country Window fashions; installation in early November is on schedule.
5. Finish painting side entrance staircase up to 2nd floor room (Stefan to secure little giant ladder for job).
6. Delay application of another round of Roundup until spring (Pete)
7. Look into handicapped sized toilet for side entrance bathroom (Stefan)
8. Pete spoke with Tyler Locke re: need a contract for snow removal, lawn mowing, and leaf removal for the 2016-17 year. Contract emailed on 10/5/16.
9. Agreed to accept bid from TTS to remove cherry tree from Memorial Garden and cedar trees. Pete will follow-up with TTS and Ryan tree services. Memorial Committee has agreed to pay the entire bill of \$500.00
10. Bobbi inspected fire extinguishers
11. Request to install dead bolt locks on bathroom doors that indicate if bathroom is occupied or vacant (Stefan)
12. Upper sash of one of the bell tower windows in bowing. Bobbi will contact Kingsley to see if he can make repairs.
13. Request from library committee to install a security cable that will secure their laptop computer. They have provided the cable. Phil will install.
14. Check leaky pressure tank fitting in basement bathroom toilet. Stefan adjusted the linkage and toilet flushes fine. There still is a small leak and inside parts should be replaced to conserve water.
15. 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 (Delay given warm weather)
 - d. Install rigid insulation board in doorway to bell tower room (do this in November so James can remove Joel's books for delivery to Rochester in late October); Discussion re: options to allow church bell to be rung year round – cut hole in bell tower room floor so rope can extend into James' office. (Stefan and Erik)
 - e. Swap out screens for storms in James' office and the kitchen (Phil)
 - f. Empty and unplug dehumidifiers
 - g. Change furnace filters (Phil)
 - h. Schedule Grant's to check heating systems (Pete)

16. EAC committee to meet with B&G at our November or December meetings to discuss projects of mutual interest.
17. Bobbi has contacted Coakely's to fix areas in sanctuary where carpet is separating from vinyl border

Next Meeting: November 2, 2016