

B&G January 4, 2016 Meeting Notes

Present: Pete B. Gary H., Erik W. Roger H. Phil C. Tim N. and Sara T.

Excused: Mark B. Bobbi H. and Stefan G.

Old Business:

1. Financial Report – Sara provided updated summary and detailed reports to Pete for 2016 year-to-date at end of our meeting. We are over budget on two line items but it's an accounting issue. Expenses paid from the CRF to pay Limbwalker and AFE Wildlife totaling \$4,200 were allocated to the 2 budget lines but the budgets were not adjusted accordingly. Excluding these two expenses, we have stayed in budget on all our lines.
2. **Pete** will check with Miles Manchester to confirm he has finished cleaning up the room between the bell tower room and the bell area.
3. Finish painting side entrance staircase up to 2nd floor room during winter months (**Stefan** to secure little giant ladder for job).
4. Finish landscaping improvements on east side of church in spring; **Roger** will research green alternatives to Round-Up by the spring
5. Schedule TTS to remove cherry tree from Memorial Garden and 4 cedar trees (they are providing estimate on pruning silver map) during winter months. (**Pete**)
6. Install new door handles on bathroom doors that indicate if bathroom is occupied or vacant; Handles are back ordered and will be installed when delivered (**Stefan & Pete**)
7. Schedule time for Dave Kingsley to inspect bowed window in bell tower room (**Bobbi**)
8. Erik checked flushing mechanism in basement toilet and there is water spraying. He is not sure if it's the flush mechanism or the pressure tank. Need to call Grant's
9. Update on Coakley's repairing problems with vinyl edging around carpet in the sanctuary (**Bobbi**)
10. Roger completed alterations to ice/snow screen protecting the intake and exhaust pipes for the forced hot air furnace. We inspected after the meeting and Tim feels it is okay for this winter but we should replace with a larger A-Frame design in the spring/summer
11. Schedule basement cleanout in February; **Pete** to circulate Saturday dates.
12. Phil and Roger have solved issue with slow water dispensing in the coffee maker; kitchen cabinet will monitor and report back.
13. We approved sending recommendation for installing automatic door opener for back entrance to budget and finance committee (**Pete**)
14. We looked at need for handrails for pulpit stairs. Because the pulpit is a "stage" handrails are not required by code but we agreed it would be helpful for those in need. We came up with possible fix which **Roger** will take on when he returns from TX in March.
15. **Gary** is installing battery operated motion sensitive lights for side entrance hallway and bathroom
16. Pete shared update from Stefan on meeting with rep from Apex Solar. Two options were provided for offsite solar array. EAC meeting this Sunday to review and discuss to identify next steps

New Business:

1. Check fire extinguishers
2. Pete updated on intermittent water leak in kitchen. After meeting water was found in the pan and leak appears to be coming from a faulty cold water valve and inside the stem of the sink faucet. Phil replaced the cold water valve but did not have right tool to fix faucet leak.

3. Upstairs room heating problem was fixed by Grant's by adding more water to the system and bleeding air from the radiator. Pete has checked it a few times and it is heating up but on cold days, the room will be chilly so wear a sweater.
4. Sara reported on recent internet issues. A new modem was installed in James' office but Sara and Carol continued to have problems. Verizon tech indicated issue was with a windows update but problems persisted. After continued troubleshooting, issue was discovered with improper configuration of Ethernet cables to/from the router. Sara has not has any problems but she needs to check Carol's computer.
5. Tim brought up 2015 changes to codes for carbon monoxide detectors. After learning that we have a forced hot air and forced hot water systems, he advised us to install a detector in the sanctuary (Pete). Since the heat in the basement is forced hot water radiant heat, he is checking code to see if additional detectors (there is one in the nursery) are needed for the classrooms. Tim will get back to Pete.
6. Roger raised the issue of composting in the winter. It is hard to get to the garden and unless someone is turning the compost, it is just freezing and thawing. Tim brought up the idea of a worm box in the basement and Pete noted that Sue Powers used to take the compost home in the winter months. We agreed to bring the idea of a worm box to Carol and Sue's attention as an RE project and/or ask Sue to take compost home until spring. Pete will contact Carol and Sue.

Next Meeting: February 1, 2017