

B&G Meeting Notes – April 4, 2018

Present: P. Beekman, R. Hutchinson, G. Hoose, B. Haldane, S. Trim.

Excused: D. Doran, E. Whittaker, P. Collins, S. Grimberg, M. Berninhausen, and T. Nolan

1. Reviewed financial reports – no issues. Expense of new radiators in James’ office covered by CRF so routine maintenance budgeted is over drawn for this year. No way to correct this since CFR revenue recorded in prior years.
2. Check repairs to church bell tower floor in spring to confirm roofing membrane is preventing any leaks down to the wood structure below. **Pete** will check with Pete W. & Miles if they plan to do this this month. **Pete W. and Miles M.**
3. We agreed to keep landscape on east side of church simple and just mow the area. Pete will speak with Locke Landscaping about estimate for additional mowing and speak with Baptist church for permission to mow area that is on their property. Roger to investigate ground diffusers to attach to drain pipes that move water from roof water runoff drainage system the surrounds the building **Pete & Roger**
4. Paint exterior trim around the front door **Roger**
5. Grant’s has installed 3 high panel radiators and new thermostat in James’ office. Pleased to report heating issues in James’ office have been resolved. He is thrilled to arrive to a warm office in the morning.
6. Pete and Bill spoke about this project and #7 below. With warmer weather on the horizon, we will try to schedule visit this month to look at replacing 2 windows in the attic. The north facing window is showing signs of rot. **Pete**
7. Investigate repairs to glass windows protecting the stained glass windows on the east facing side of church; Bill Peacock and Dick Ashley to look at windows this month. **Pete**
8. Pete will check with Miles if he plans to do this when he inspects bell tower. Reinstall bell rope in spring **Miles**
9. Bobbi confirmed Miles will take care of repairs and installation of sun dial. **Miles**
10. Helen will repaint Coffee Cart the color of the trim color in the social room. Roger to help with matching the paint. **Helen & Roger**
11. Pete reported that Ben Hunkins is the point person for the Priest Garden. We spoke and he is trying to organize garden volunteers for April 28. I encouraged him to use as much of the old mulch as they need for weed control in the garden.
12. Spring Work Day – April 28 Sign-Ups
 - a. April 8 - **Bobbi**
 - b. April 15 - **Gary**
 - c. April 22 - **Roger**
 - d. Leave sign-up sheet in B&G slot of stacking files
 - e. Jobs discussion – **Bobbi** will coordinate window washing details. She needs a crew of 6 with two males to climb ladders to remove screens and clean exterior windows. **Pete** will order 8 yards of mulch from Willow Tree for delivery on Friday, April 27. He will contact Kathy Wyckoff (Memorial Garden) and Sue Powers (Bee Pollinator Garden) to coordinate efforts. **Roger** will come in early to make coffee and **Bobbi** will pick-up bagels and doughnuts. **Pete** will go over logistics with **Erik** who is project manager and will ask him to take photos and have a sign-in sheet for volunteers. **Bobbi** is purchasing 2 new wheelbarrows from Lowes. **Pete** will pick up a supply of lawn and leaf bags. **Roger and Gary** will also bring wheelbarrows and tools.
13. Casey Thompson scheduled to come tomorrow and Friday for pruning. Suspect weather report may result in postponement. **Pete**
14. Jerry Cootware (Coots Masonry) will repaint in June **Pete**

15. Repairs to bench and library chairs **Phil**
16. Sara installed knob covers for kitchen stove
17. Pete reported on continuing plumbing issues triggered by a slow draining kitchen sink. Grant's discovered the kitchen sink drain was a separate 1.5 line running into the basement, through a corner of the block room, and then under the organ where it connects to a sewer line out to the village line (side entrance bathroom and downstairs bathroom also plumbed here). The line was plugged with years of built up grease so decision was made to tie in the kitchen sink drain line into the large 4 inch drain pipe that services the social room bathroom and the water cooler. Soon after this switch was made, we began experiencing water backing up into the social room bathroom and leaking on the floor where the toilet meets the floor. Running water in the kitchen, water cooler, bathroom sink and flushing toilet simultaneously made the problem worse. The social room bathroom has been off-line now for three Sundays. Grant's inspected the venting to see if it was the issue and discovered no blockages but at least 1 and maybe 2 elbows that might be restricting air flow. They also discovered that the 60 plus feet of drain pipe in the basement is not pitched correctly to allow for proper flow. It is basically level and should drop by 2 feet by the time it connects to the pipe that goes out to the village sewer line. So the first step to fix this problem will be setting the proper pitch for the basement drain pipe. Hopefully this works. If not, then they will need to open up the wall in the social room bathroom to assess vent pipe with the possible need to relocate it so that it vents straight-up to the roof. **Pete**
18. Grant's installed safety pipe to direct water from hot water tank if release valve blows and replace corroded pressure release valve on the boiler.
19. Bobbi checked fire extinguishers – all good.
20. Add floor trim (3/4" oak cove floor trim) needed to cover gap between floor and wainscoting where the old base board radiators were located. Gary has a sample of the trim needed and will take care of this in the next couple of months. **Gary**
21. Pete reported we had our 3rd false fire alarm since December. NCC systems replaced oldest sensors in the Bell Tower and Youth Group Rooms. The 3 units in the sanctuary are also the oldest models but will require scaffolding to access ceiling. Pete checked with Rick who was at church for the last alarm and fire department identified malfunctioning alarm as one of the ones in the sanctuary. When they reset the system, the blinking red light on the sensor that tripped the alarm went off. They attributed the false alarm to dust. Given this is a safety issue, Pete will contact NCC Systems for estimate on replacing all three sensors in the sanctuary.
22. One of our 8 foot tables has a broken leg. After looking at it, decision made to order 2 new tables. We will remove hardware from broken table so we have replacement parts to make repairs should other tables have issues. Decision made to go back to ordering more durable heavier weight tables since some of the lighter weight tables ordered in the last few years are starting to breakdown. **Pete and Sara**
23. Florescent lights in RE Main Room need replacing. All bulbs in one unit not working so may be a ballast issue **Stefan**

Next Meeting: May 2, 2018