



Unitarian Universalist Church of St. Petersburg
Building & Grounds

COMMITTEE MINUTES

Wednesday, November 9, 2016
5:30 p.m.

Present: Paul Burnore, Reggie Craig, Howard Taylor and Tee Taylor

HVAC

Howard reported on progress being made with ironing out the problems with the new AC equipment, after all the problems are resolved he is creating a simple maintenance / operator's manual. He also showed the B&G group where the filters are in the sanctuary and recommended that the sexton be required to clean them every 2 months or so. A full report will be given to the board once Howard meets with AMSCO on Thursday, November 10 at 7:00 a.m. to go over the filters located in 1) in the bell tower; and 2) exterior room in the alley near the kitchen.

RE Conway Building Project – Repairs and Painting

Tee reported on the progress being made with the painting and roof repairs (which is going well) after the building is weather tight she can then look to take care of interior repairs.

Financial: Paul reported that moneys raised so far, for the roof, doors and painting repairs fall short of the amount needed. Paul mentioned that a fundraising committee has been formed to help find ways to offset the shortfall. Financial Secretary Tee reported that an insurance rebate for \$1722.00 was received during the week of September 11th and it was suggested that it could be applied to the shortfall with board approval. Other fundraising ideas were discussed.

Kitchen

Tee reported that the dishwasher heating element is not working.

Action: Tee will contact Jeri to get the information for the person who just fixed it.

Landscaping

Also discussed was the need for more grounds maintenance to keep the church looking it's best, perhaps budgeting more for the grounds person (Deb) and using volunteers for more general purposes.

Action: Discuss with BOT and about to Deb to see if she would be interested in additional work.

RE Conway Building

Electrical issues were discussed including, but not limited to the following areas:

- Kitchen: the lack of power in the kitchen;
- Conway: Wall to Playground (with sign on it);
- Gilmour Hall: outlets

Action: Paul agreed to talk to UUSP member, Michael Guitard, about upgrading.

Long-Term Planning:

Tee is working on a spreadsheet that would identify the different areas of the entire church that require maintenance or replacement and create a timeline and values so we would have solid budgeting information.

The meeting adjourned at 6:50 p.m.

Respectfully submitted,
Reggie Craig