



Unitarian Universalist Church of St. Petersburg
100 Mirror Lake Drive North, St. Petersburg FL 33701

Building & Grounds Meeting Agenda and Minutes for 05/16/2017

HVAC

- Water line to roof update from Reggie
 - Nothing yet. Reggie contacted plumber while at the meeting and plumber will be by on Friday. Reggie is unavailable. Howard will meet with him.
- Maintenance proposals from RoyalAire – Update from Howard
 - Paul signed off on the maintenance proposal for 3x per year. Will implement after the water line is installed.
- Committee previously agreed to have RoyalAire do an initial check soon for the slow Freon leak in easily accessible areas – maybe we might get lucky and find it without having to tear anything hiding pipes apart.
 - Will implement when maintenance begins.

Kitchen AC

- Kitchen AC has died. Discussed possibly using other than wall unit (e.g. mini-split system) but not affordable at this time.
- Reggie and Tom will research new unit and best way to replace ASAP.
 - Maximum size of 18,000 BTU is all that will fit in window. May be best to install split system. With Laurie contributing about \$600 and expected split system cost of about \$2,000, that may be the best way to go. Howard will get quote from RoyalAire. Reggie will get one from his AC guy.

Parking lot trees and roots – update by Laurie & Howard

- Progress is being made with root removal by Michael. He is digging and cutting them out. Will not do tree trimming or removal at this time as parking lot decision is in progress. However, parking lot may not be decided until November.

Electrical and electrical lighting replacements in kitchen, hall, restrooms & library – Update by Tom & Howard

- Progressing well. Kitchen completed and most of the hall outside kitchen.

Conway RE Doors – Update from Reggie

- Previously: Reggie will check with his door guy about making custom doors to use with our current frames. That would probably be cheaper and much less hassle/messy than if we cut out the current frames.
 - Challenge is frame is for 1 3/8" doors and doors today have a standard of 1 3/4". Reggie will see if possible to get 1 3/8" door which would have at least a 20 minute fire rating and then modify window in door.
 - Reggie will also be checking on library door option. Challenge is the size of the dividers between panes as ours are much wider than today's doors. Also discussed possibly having two fixed side



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panels and a normal French door in the middle which might solve the problem of large doors intruding too much and reducing usable space.

Follow up on downspout repair – update from Howard

- After a bit of confusion, received info from the City. We just need to submit an invoice or a quote for the work and the City will review and then pay us.
- Howard will find a handyman to do the work, get a quote and submit the quote to the city.
 - No progress on this. Howard will follow up.

Status of protection of downspout and building from dumpster by installing plastic boards

- The city pushed the dumpster around the boards and damaged the building!
- Looks like the best option will be to use some more of the plastic boards and attach them to the wall. Reggie believes his nail gun can do the job well. We will clean / pressure wash the boards before putting them up. No specific date decided on. Reggie, Tom and Howard will probably do this.
 - Not scheduled yet.

Removal of window tint by Tommy - status?

- No update

Tommy will paint the Arlington silver and black gates and new kitchen handrail – update from Howard

- Has been assigned to Tommy who will probably take care of within 30 days.
 - No update

Men's bathroom smells bad. Reggie said the sewer gas has been a problem before. Unsure if a plumber for cleaning things out is best solution. Will evaluate and seek solution. – Update from Reggie

- Reggie said this has been a problem before. We have been told the P-trap dries out allowing gas back in. Since the drains are used regularly, this seems unlikely but is possible. They have poured bleach down with no long-term success. Howard said maybe there is too much gunk adhering to the sides and needs cleaning. Also discussed possible pipe-lining solution which Reggie said would be very expensive.
- Reggie will talk with plumber about really cleaning the drain pipes out with some sort of scrubber rather than just pouring stuff down the drains.
 - Howard will talk with plumber when he here Friday for roof water line.
- Howard spoke with Jeri and Jeri said the sextons stated they have been pouring cleaner down the drains with no positive results.
- Tom wondered if it might be the roof vents and will check that out. Perhaps wind-driven turbine fans on the roof would work.
 - Tom found a fan that can be installed on roof pipe. Reggie had spoken with his plumber and does not think that is the problem but we may consider.



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Toilet seats need replacing – update by Howard

- Numerous seats are loose which is both dangerous and looks cheap.
- Commercial seats range from \$22.00 - \$33.90 at Home Depot but they have none in stock to see. From reviews, the \$22.00 looks fine. Consider replacing all downstairs and upstairs. Handyman or volunteer?
- Howard will research, order the seats and arrange for installation probably with handyman.
 - Found toilets but no progress. Will probably get the handyman who will replace the downspout to also handle replacement toilet seats.

Kitchen grease trap needs replacement – update by Reggie

- Reggie feels we need a new kitchen grease trap. Previously, it appears grease and other trash in trap have not been disposed of in an environmentally proper manner. Reggie will research and maybe discuss with his plumber.
 - Reggie to follow up later. No specific date.

New sign interior for sanctuary entrance – update by Laurie

- Laurie found a sign we can get for about \$20 which can replace the interior and we can use the current exterior – properly sealed – and it will be like a new sign.
 - No update as Laurie was not present.

Development of Master Plan (inventory of building and equipment, maintenance, replacement schedules, etc.)

- At 04/13/2017 Board of Trustees meeting the first steps for developing a 3 year plan for the church were taken.
 - Howard reviewed first phase that was presented at recent BoT meeting. Will probably be quite some time before a full inventory of the building is done to prepare a long-term maintenance and building-enhancement plan.

New Business

Jim Fitzgerald joined us for the first time – *Welcome and Thanks!* – and brought up two items he is particularly interested in and concerned about.

Greatly improving the sanctuary lighting with theatrical lighting

- Our current lighting leaves the pulpit areas very dark and difficult to see. The open windows behind the pulpit area are so bright they make it difficult to see the speakers. These may cause people to not come back to services and also make our church look a bit old. Good theatrical lighting could alleviate those issues. Also discussed possibly having large video screens on either side of the pulpits. Jim will check with a theatrical lighting company for ideas and cost estimates.

Would like to see the windows replaced or done in stained glass.

- No immediate planned research into cost and feasibility yet.