

Building Renovations Steering Committee Report

January 24, 2018

Present: Lamar Hicks, Jane Wilson, Diann Spencer, Bonnie Postlethwaite, Tom Pistorius, Chuck Downing, Jane Gilbreath, Marilyn Carpenter, Bob Miller, Ruth Robarge and Board Liaison LeeAnn Bergin

Roof

A payment to Zero Pitch was late due to several factors. It was received in December but lost in Amy's inbox for a time, once received funds needed to be transferred but office personnel were unclear regarding their authority, once the check was cut it stayed in the folder. The check was mailed 1/21/2018.

The process is that invoices be reviewed by Amy, as our builders' representative then sent to us and okayed by Tom or Bonnie. If funds need to be transferred Le Aúndra does have the authority, Vicki cuts the check, it is signed by Treasure, and the office mails. Diann will talk with Le Aúndra to be sure she understands she has the authority to transfer funds.

One payment remains, Amy is talking to Zero Pitch about adjustments for damages to the ceiling of Conover and for the leaks.

The fascia work has begun. The roof should be completed in 2 to 3 weeks.

Asbestos Abatement

The invoice has been received by Amy. Bonnie will follow-up.

Carpet and Lobby Wall System

The carpet mach up has been requested and may arrive by the committee's next meeting. If all looks good, installation could begin shortly after, however the carpet installation would not go down the hall till after the elevator construction completes.

Wall panel installation may be completed end of February. With the possibility of delays and there will be no new art installations scheduled till April. The work may be finished earlier but with orders and timing delays are possible and we would rather not see an art installation scheduled and perhaps hung only to tell the artist it must come down.

Final Celebration

Jane W. did speak with Suzanne Raney. Ideas generated including a building rededication and acknowledgement of renovation completion. The 150th Committees last plans are for August, which may work with the renovation schedule and completion.

Monthly Expense Tracking Sheet

Tom sent the sheet via email to Lamar. It shows invoices and payments. He will forward it to the full Committee.

Construction Update – Work Schedule

The OAC (Owners Architects Contractors) group bi-weekly meeting was held 1/23/2018. In the process of moving the water and gas line to make way for the elevator construction, the gas line had to test to meet the new code. The current gas line although safe did not meet the new code. Replacing the gas meter and required piping would cost \$20,552. Delaying the decision to consider other options, such as a waiver from the city codes office, would cost \$1,100 per day. A change order outlining the work and specifying that the total cost not exceed \$20,552 was drawn up.

Since the water needs to move also it was off today but expected to be on this evening. However it is not. Tom received an email during the meeting; the contractor could not get the water on today as there was a problem with the water company. The contractor will update Tom tomorrow. This follows our procedure, Tom will keep the committee and the office apprized.

The issue regarding the gas meter raised the question as to how decisions like this can be made in a timely manner, avoiding delays. After a group discussion Ruth moved:

Approval of a change order can be made by the Steering Committee representative in the meeting and one co-chair of the Steering Committee up to 50K as long as the cost does not exceed the contingency fund balance.

Seconded, passed unanimously.

Diann moved:

We accept the change order, CPR001 regarding the gas meter and piping.

Seconded, passed unanimously.

The contractor brought brick samples to the OAC, which match our current exterior very well. They will also be able to match the mortar, so the elevator exterior should blend in with the building.

Communication

The weekly Steering Committee table in the lobby will be discontinued, at least for now. Committee members report very few questions or comments from the congregation. Instead members of the Committee will be available after the first Sunday Plus Lunch of the month, to give updates and address any concerns.

The February 4 Sunday Plus Lunch is being cooked by Bill Raney. Diann will email Bill about the Committee having time after the Lunch and suggest we could bring dessert, unless he already has plans.

The information regarding the gas meter will be in the next Flicker, along with information about delays with the water being restored, the Sunday Plus communication, and other updates.

Next Meeting

The next meeting would normally be February 14, 2018 but that being Valentine's Day the committee has elected to meet Tuesday February 13, 2018. This is a onetime change and does not affect the scheduled meetings going forward. We will meet at 6:30pm. Jane W. will chair.