

Building Steering Committee

December 13, 2017

Present: Bonnie Postlethwaite, Tom Pistorius, Bob Miller, Chuck Downing, Diann Spencer, Jane Gilbreath

Financial Report

Bob Miller provided the Gap and Campaign Income/Expense reports. We have expended \$243,553.45 and have a net income of \$597,000.12. We expect people will make pledge payments in larger numbers in December for a tax write-off. Because of possible passage of the Tax bill, it may be beneficial to make donations in 2017 to get the tax break. Diann will put a "Donate Now" article in the Flicker to remind people of this in case they are planning donations soon.

Expenditure Tracking

Tom Pistorius has not updated the report as there was only one Gastinger Walker bill. We have not yet been billed for the roofing or solar panels.

Meeting with First Citizens representatives

Diann, Bob, and Chuck met with First Citizens regarding our loan. It has been extended to April when the loan will be re-financed to cover the additional amount needed for the project.

Builder's Risk Insurance

Jane Wilson wrote a letter to Straub to formally let them know we were not getting Builder's Risk Insurance after consulting with our insurance agent.

Roofing Update

Waiting for fascia materials to arrive to complete the project. All the roofing membrane has been completed. Solar panels are back in place but one of the control boards needs to be replaced that was malfunctioning prior to the roofing work. Bonnie will check with Amy to see if we can get any allowance on the holes punched in the Conover ceiling.

Communications

All communications with Straub need to go through Amy unless it is a real emergency. As a reminder the priority for communications on construction work is: Tom Pistorius, Chuck Downing, Bonnie Postlethwaite, Jane Wilson, and Lamar Hicks.

Tom and Chuck will provide brief updates on recent work and upcoming work for the Flicker after each of the OAC meetings and will cc: Ruth. They will also inform staff immediately after the meeting of any work that will be done that will affect staff or that they need to know about. Charles will be invited to the first few minutes of the OAC meetings to let the group know of any scheduled events that may affect the construction work. If it is something with short notice, Tom or Chuck should be notified to communicate that to Amy.

Diann will write up an article for the Flame on the project costs per the contracts and where we stand with the expenditures to date.

We don't believe the notebook with all the documents for the project has been set up. Staff didn't know about it. Bonnie thinks a copy of the Straub contract is in the Renovation Committee mail slot. Ruth should set up the notebook with all documents to date.

Initial meeting with Straub

Chuck shared his notes for the first OAC meeting with the committee on email. He discussed the preliminary construction schedule. They are setting up for the project right now and will begin moving utilities the week of 12/19. Excavation for the elevator will begin Jan. 2. Tom, Chuck, Bonnie and Bob have access to the construction web site Procore where schedules, construction documents, and change orders will be posted.

Next Meeting

Next meeting will be December 27, 6:30 PM. We are also scheduled to meet January 10.

Submitted by Bonnie Postlethwaite with notes from Jane Gilbreath.