

## 1. Building

Actions & final costs as noted below

- a. strip and redo stain and polyurethane floor. Done 12/15/2015
- b. remove south wall bookcases.: Done 11/15/2015
- bi. repaint and re-plaster walls behind the bookcases: Done 12/01/2015
- c. remove the hanging coat room divider on left of front door. Done 11/2015
- d. remove the large oak school desk **Done: desk at McEwan house in case someone wants to buy it.**
- e. build two shelve book shelf entire width of room under green board for grey archive storage boxes. 23 feet. Done Jan. 23
- f. move front window cabinet to right of entry door. Done 1/1/2016
- g. Desk installed under front window. Done 1/2/2016
- h. install a stand for printer/copier next to new work space. Done Jan. 30th
- i. reposition the two large filing cabinets to face the work space. Done
- j. buy two identical filing cabinets and place them facing the kitchen/loo. Done.
- k. build and install two sets of bookcases (back to back with filing cabinets facing the main room). 6 X 7 feet. for book library and misc archives boxes. Done 30 Jan 2016
- l. move map archive unit to a space between front desk and filing cabinets. Done.
- m. install electric plugs under new work area. Done.
- n. kitchen: install small cabinet and shelf above current shelf. done 11/2015
- o. move the large meeting table toward green board. Done
- p. Install new shades for 2 east facing windows: done 1/3/2016

Estimated costs:

Carpentry: Memminger	\$1,460	variation in floor added cost to this work
Material Tinsman:	1,350	cost of materials / spec. changes drove this up.
Electric:	465	Was \$400
Re do floors	2,250	Was \$1950
Buy File cabinets	576	Was 400
Repaint /plaster behind bookcase	\$145.08	(added 11/2015)
Shades	112.20	(added 11/2015)
<b>Paint new bookshelves</b>	<b>1225</b>	<b>Was 350</b>
<b>Misc small expenses</b>	<b>250</b>	<b>estimated out of pocket. new 1/6/2016</b>
<b>Total:</b>	<b>\$7833.28</b>	

- 2. Gwen and Dick Carlson working on cataloguing the photos once used (1970's and '80's) to apply for historic designation has come to a halt. We need to write up a program for student participation in this work and see if we can get some free hours of volunteer work. **ACTION: Robert / Judy to discuss.**
- 3. Cellar Door was broken by the snow plowing . Needs attention.

end of report