

Weekly Property Coordinator Update  
June 21, 2013

### **Parsonage Sale**

The parsonage did not pass the fire inspection. The house was hardwired for smoke detectors, but the detection units "in the holes" were all battery operated ones. No idea what the history on this is – but code required us to call Jeff Kobza to install 3 hardwired dual smoke and carbon monoxide detectors. Jeff came over at 7:30 Wednesday morning and got the job done -- within 36 hours of my email to him. Ellie was so impressed she asked for Jeff's contact info. Price tag: \$389.

Jon Borden, from Borden Insurance, rode his bicycle past the house early in the week and noticed that it was for sale and vacant. He contacted us immediately to inform us that all home owners' insurance policies contain a vacancy clause – terminating coverage if the building is empty. In order to continue fire and liability coverage on it, we had to purchase Vacancy Insurance this week. The shortest, cheapest policy is 3 months for \$747; if the closing is July 31 we will be eligible for a \$350 refund. After consulting with Betty Ann regarding whether or not I could do so, I went to Borden's office yesterday afternoon and signed for the policy. Jon stressed that this policy does not cover water damage at all and advised us to shut the water off in the house. Let me know if you think I should go ahead and do this.

### **The Well**

The electrician came and put the wiring in, but was unsure what size circuit breaker to use, so did not finish. He and Tom Leonard will coordinate one final time to finish this job. I called American Well and asked if it would be helpful for me to get Jeff Kobza lined up to finish the job since their electrician has rescheduled so many times. They assured me they'd get it done.

### **Property Rentals and Use**

Ed Swidey, Summer on Stage Director and I met yesterday. He gave me the full check for \$1,500. He is working on the insurance coverage – has it for the last 2 weeks of the camp, but it's not settled for the 1<sup>st</sup> one yet. If you are interested, I can give you the full epic ballad on why this is, but for now I assure you he's working on it, and it's legit, and we'll have coverage by the time camp starts on 6/27. He asked if they could use the orange fencing that we use for the child care area on the Book Fair to construct a similar contained space for the camp. He said he and his staff would be happy to help move it if it needs to be tweaked for the Book Fair. I talked to Betty Ann about this, and she generously okayed the camp using the fencing – and gave me many tips to pass on to Ed about setting it up. Ed is looking for large fans to use during the hot days of camp. He's also looking for donations of fabric – any size – and yarn. He and I traded info on the best places to get cardboard! I okayed them storing things like cardboard on the 2<sup>nd</sup> floor of Potter House and in the shed (not the book shed). They will have minimal things to store – they are really downsizing their arts and crafts activities from last year. He is fabulous to work with, incredibly attentive to detail, and mindful of all of the others using the space at the same time. I introduced him to Tristan who happened to be at Meeting at the same time – and they had a good chat, remembering each other from previous years.

Mary Derbyshire is attending an annual weeklong conference of movement teachers (!) this week, so there will be no classes happening June 24-28.

I sent a confirmation to the Women's Club regarding their evening meetings from now through April, 2014, but I did say that if we get a request for a regular use of the building in the afternoon on the days that they

meet in the evening, that I will be in touch to figure out another way for them to set up their chairs than to tie up the building from 2pm on.

I received a phone call on Wednesday from a woman who had her son's 1 year old birthday party in the CH a few years ago. She is having his 3.5 year birthday party this Sunday (6/23) at her house, but she is worried it might rain. She basically asked if she could have the Community House as her reserve place to host the party (since it has that nice big hall, full kitchen and the little play room (!) in the back) if it rained. She played the "You all were so flexible and kind before, and I just feel sure this will work again. I don't need any set up at all, and we will totally clean up." She clearly was not interested in reserving it or paying if she didn't need it, and when I quoted \$125 for 4 hours, she asked for a discount since I said they could only have it for 3.5 since they had to be out in time for AA's arrival Sunday evening. I held to \$125 for up to 4 hours and said she would have to fill out an application and confirm the use of it by Friday (yesterday). Haven't heard from her.

### **All Security**

After getting copies of all of the invoices from our bookkeeper Kate, I sadly confirmed that All Security's numbers were actually accurate, and we do owe the \$2604 balance. The bulk of this was for additional work done in the Community House when we were told that the grandfather clause did not hold since we had to put a whole new fire panel in. This resulted in having to pay for building plans drawn (since we could not locate any from the past) and additional detectors and wiring. We also did not anticipate that the radio monitoring would be a whole separate \$694 charge due to it being a separate building from the Meeting House. I realize that though All Security kept me apprised of all of these requirements, changes, etc as the work went along; I did not ask for the weekly changes in writing that most contractors would provide. Buddy pointed out some things that I will know to do differently next time. My apologies to all for the surprises and confusion.

### **Meeting Dehumidifier**

It's plugged in behind where Barbara Wicks usually sits. It's very loud, so whoever arrives for worship first on Sunday mornings should turn it off for Worship – and then remember to turn it back on at the rise of Worship.

### **Dump Run Cancellation**

When I mentioned to Ed Swidey that I would have the plastic play structure off the property and to the dump before the start of camp, he asked if he could have it to use for their camp. He is a huge proponent of using found objects and recycling for set design! He said he'd take responsibility for getting it off the property when camp is done. One man's trash is another man's treasure.

### **Shed**

Kevin did a great job of cleaning out the shed behind the Community House! Thank you!!

Gretchen Baker-Smith