

## Property Coordinator Update October 6, 2015

### **Use of the Buildings**

We had a birthday party in September, during which one of the fire alarms went off for no obvious reason. The family was very gracious and of good humor – using the arrival of the fire truck in the middle of the festivities as a photo op.

Actually, I have scheduled a slew of parties for this fall: 3 birthday parties in October and 2 in November, plus 2 Christmas parties in December. I'm also awaiting word on a possible luncheon after a funeral for later this week. Almost all of the hosts either have been to the building for other parties or know someone who has. They are a great group of conscientious and thoughtful people. Still, each of these involves multiple phone calls, emails, and generally one on site tour.

South Coast Music Together suddenly lost their Tiverton venue the week a new session was scheduled to start. We are pleased that they are using the Community House for 10 weeks. You may have noticed the re-appearance of plug covers on all of the electric outlets in the main part of the building and that the bench on the stage is now in front of the floor level window – this is why! They are storing their equipment in the room off of the stage along the south wall.

Other inquiries:

- I fielded multiple contacts (phone and email) from a woman strongly requesting that the AA Meeting be moved to a different location last Sunday night so that her outdoor party could use the hall if it rained. (I repeatedly said no, honoring our decades long hospitality of the vibrant AA group.)
- In addition to a couple of inquiries about using the Meeting House for weddings, I've also been contacted for guidance in finding a different venue from ours. (I thought Friends would see the humor in this one.)
- I'm meeting a film producer this week who is interested in renting the building for one or more days in October for auditions.

Finally, a reminder to Westport Friends to be sure to let me know if you are scheduling a committee meeting in the Community House so that I can be sure there are no conflicts and that it gets on the calendar.

### **Building Cleaning**

Our cleaning service continues to try to schedule work around the use of the building. Having the floors done early Monday morning before the exercise class is not working (not enough time for them to fully dry before the exercise class starts to arrive at 8:30). Hopefully they will be able to schedule something later on Mondays or on Tuesdays.

### **Potter House Dormer and Painting**

Chet Barons finished repairing the dormer 2 weeks ago. Tony Martins' painters are doing the Community House trim now. Thanks to Kevin Lee for being the clerk of the works for both of these projects.

### **De-humidifier**

I recently replaced the unit in the basement with a slightly larger and more energy efficient model when it became clear the old one was no longer working well.

### **Book Fair Related Work**

The books keep coming. Greg and Ken keep sorting. I help carry in loads from donors when I'm on the property, help them get tax receipts, and try to keep the shed in some sort of order until Greg gets to them. (He is incredible.)

### **Trees**

I've been walking around the property looking up a lot. Sadly, the tree next to the mounting block by Paul Cuffee's monument outside the Meeting House is dying and will need to be cut down at some point in the next year. The trees along the road have a lot of dead limbs near the electrical wires that will need to be trimmed. The trees in the back yard, especially the one nearest the book shed, also need trimmed. A large limb came down recently into the Peace Garden from behind our property and will need to be removed. Property Committee may need to consider including tree work in the upcoming budget discussion.

### **Freezer Space**

Both refrigerator freezers are filling up with baked goods. These spaces will need to be fairly empty for the JYM Retreat in November. I'm hoping Hospitality Committee can use some of the frozen items in the next month and/or dispose of what's been in there a long time. Thank you!

### **Heating**

I have programmed the buildings' thermostats to begin calling for heat. The burners will not kick on unless the temperatures dip low enough. Friends are asked to please return to that "colder weather mindset" and check for open windows before leaving the buildings.

Gretchen Baker-Smith, Westport Meeting Property Coordinator