

Facilities Report May 2021

Other information:

- Team clean Friday is going very well.
- Solution Security will be here on Tuesday May 18th to repair the sensor on the lower window that keeps setting the alarm off in the middle of the night. The cost is \$160 for the first hour then \$50 an hour after that. There is no cost for travel.

Facility, Repair and Renovation Study:

- Showed ED Hechlik and the main person from John's electric the main power supply for the building and the route it takes to get to the chiller. Also, Kevin and Mike both have submitted bids to hook up the new chiller and humidifier. When you look at the bids Mike's bid is a little cheaper because he plans to use our old Jase unit as the interpreter for the new system.
- **New Collection room**
- With the Wilson Gallery completed my focus will now shift to the permanent collections room. I would really like to have this completed by the end of June.

Avenue Shops

Church:

- There are still a couple window frames that need to be fixed, also the front doors will have to be pulled off to rebuild the door frame so the doors can close properly. These are things that will wait until spring. This is something I do not feel comfortable doing, we would either have to hire it out or if we have a couple of other good carpenters in our contacts they may want to volunteer for this project.

Cabin:

- The cabin is all set for Rob and his crew when he gets the logs.

Wilson G:

- The Gallery is completed except for security cameras I will attach the bid I received from Omega I am also waiting on a bid from Solution security

Kat v

Chinook:

- Dustin Black has sent a drawing of the dock for the chinook I have not done anything with it.

Ground Care:

- John will be cutting the grass for me again this year.

Gift Store:

- Our biggest supplier has closed their doors. So we have been trying to find new suppliers for the store. One of the biggest challenges is the cost of goods purchased. Our supplier was very reasonable in price. A lot of the companies we have looked at are now wholesaling the product at the price we would retail it for.

HVAC system

- See renovation at the top of the page.

- When we had our CSD 1 test done on the boilers we had a circulation pump go bad. That pump cost the museum around \$ 1,000.00 all work was completed by Lakeshore plumbing and heating.

Up Coming Yearly test

- Our CSD-1 test is due March 1st, 2022 for the boiler system. They charge.
- \$ 70.00 an hour.
- The state inspector will be here March 1st, 2023 for the boiler system.
- The state elevator inspector came on 10/4/2019 next visit will be on
- 10/4/2020 Due to covid the state inspector did not show up.
- Annual Fire Sprinkler test 12-2021

Front desk

- With Katrina leaving In August, I have started to put together some options that might work for use to cover the desk If we had a volunteer their responsibility would be answer the phone and greet customers and sales. This is what I have so far.
- Without hiring someone Amanda, Sarah and I could cover the front office, however I think all three areas would see less production. Each person would be in the front office twice a week or more. Maybe a volunteer or two would comit to a four-hour shift each week.
- If we hired someone for 20 hours a week it could be Thursday, Friday 12-4 Sat. 9:30 4:30 Sunday 11:30 to 4:30. Then Sarah and Amanda would only be up front one day a week. I would cover the other day and open till noon on Thursday and Friday. Or maybe a volunteer or two would comit to a four-hour shift each week. The mornings usually do not have a lot of activity, that is why I put the times noon to four.
- I think with going into the winter months we could get by without hiring someone and I could still manage the maintenance of the building all staff would continue rotating weekends.
- If we hired someone for 20 hours a week for maintenance, I could be at the desk three days a week and over see that person. But I am not that talented at designing stuff like Katrina and others have. I can keep the day-to-day operations going.

Thank you,
Matt Klimczak