

Facilities November, December 2022

Other stuff: All the furniture was removed from the current room and located in the multi-purpose room for pictures and separating into permanent, education and no number items. A wooden platform was built in the permanent collection room for the furniture to be stored on. In the next couple of weeks, we will have the furniture removed from the multi-purpose room.

All of the Christmas stuff was relocated to the old furniture room. Next, we will begin to block off the Native American Gallery for the remodel.

Computers:

Sarah had a hard drive failure on one of the computers in the collection room. This computer was a refurbished one. To get her by I took the education computer and put it in its place. Paul will help me if needed to get the scanner connected to this computer. All computers are at their life span already. By the year 2025 These computers will need to be replaced and they will not support windows 11. Four new computers were purchased from Dell on January 12 from Dell for a discounted price of \$1000 and free shipping.

No Avenue Shops:

We found some pieces of wood in the walkway that must be glued down and added more sawdust to lock them in.

• **Trelfa Gallery:**

After the season of light ends, we will prep the walls and get ready for our non-juried art show.

Meridian contracting:

Everything has been finished for the season. When Gary returns in spring, they will have to install the limestone sills on the flowerbed and put down more grass seed. Alpena Glass must put the bronze plates in at the bottom of the existing windows.

Church:

- Nate cleaned the church and washed all the windows in preparation for a wedding. Also, Tuffy and his crew fixed the front doors of the church.

Cabin:

Wilson G:

Kat v:

Chinook:

Jim, Tuffy and I met with Becky from Huron Engineering to go over some basic drawings for the Chinook building.

Ground Care: Nate is working on painting the two white sheds, he has finished the Iron ore wall by the rock park. He is also doing a great job of keeping up with the lawn care and weeds.

Front Desk area:

- Tina and I are still making improvements in the store as well with the register. All items that have a barcode have been scanned and programmed into the register. Tina has learned how to make barcodes for items in the store.

HVAC system: Since the fall of the year, we have been adding more moisture to the building. Currently we are holding around 45% humidity in the building. On Christmas eve I received a low temperature alarm for the chiller not sure why that happened because the glycol should not freeze. I did come to the museum to check it out and found one of the old pipes was leaking Glycol onto the ground. I shut down all valves and manually shut the power off to the pumps so they would not turn on. I then contacted Ed and Chris to inform them of the problem. Ed's crew came over on that Tuesday after Christmas to make sure it was nothing that needed to be repaired imminently. After meeting with Zack, we decided to wait until spring to fix the leak. Zack will start with cutting away the insulation and assessing the pipes and they may have to dig up the old flange and replace it. Just like they did on the other side.

Up Coming Yearly test

- Our CSD-1 test is due March 1st, 2023, for the boiler system. They charge. \$ 70.00 an hour.
- The state inspector will be here March 1st, 2024, for the boiler system.
- The state elevator inspector will be here in July 2023
- Annual Fire Sprinkler test 12-2023
- 5-year internal Fire sprinkler test 2027
- 10-year sprinkler head test will be 2032

Thank you,

Matt Klimczak