

LLCS Minutes

Team Name: Maintenance Committee

DATE: December 9, 2021

FACILITATOR: Noelle Short

RECORDER: Vickie Snide

DISCUSSION HIGHLIGHTS:

Capital Project:

-Need custodians to review **which doors currently have card readers** installed. Per the plans, the following doors should have them: Technology Door, Boiler Room Door, Girls Entrance, Lower Lobby Entrance – Outside and Inner Doors, Garbage/Kiln Room, Vestibule – Outside and Inner Doors. We had not planned on the Technology Door having this access.

-**Exterior Technology Door** is installed with a window, should not have been. N. Short contacting Mosaic.

-**Lower Lobby intercom system** will be outside. We should be able to remotely unlock the exterior and interior doors in the lower lobby.

-**Schoolhouse Construction** will only be on site when needed.

Other Business:

-Will need to watch **snow removal along the new tennis court fence**. We cannot push snow up against fence. Before the snow builds up there, we will need to remove the snow with the tractor/snowblower.

-Unsure if **aerators in the science room** sinks or eye wash station have been installed.

-**Tennis courts** have been prepped for winter.

-**Hallway TV's** are hooked up and running.

-**Sign outside elevator** is installed.

-**Stage and staff lounge** are back in order.

-**Disinfecting buckets** have been placed around school.

-Still need quote for replacement of **grease trap** in the kitchen.

-Need status of **window repair balances** ordered 10/19 to replace 1st grade window balance.

-Teachers have placed blue painters tape where they would like **cork strips** in hallways. N. Short to have L. Dukett review these and make sure markings are consistent.

-**Wreaths** need to be put up as soon as possible.

-**Hand sanitizer stations** need to be cleaned/wiped daily. They are at times congealing and making a mess.

-Custodians told to find **overalls/bibs/coveralls** for snow removal on Amazon/Grainger.

-First floor still has **floor marking tape** near the fitness center that needs to be removed.

-Are **hallways being waxed** during the December break? Cafeteria?

-**Garbage room** – lots of wiring? Is it the contractors?

-**Fitness Center** – next area to clean so that it becomes usable. Where do we store excess capital project materials?

MEMBERS PRESENT:

Noelle Short

Vickie Snide

MEMBERS ABSENT:

Eric Hample

NEXT MEETING:

Date: January 13, 2022

Time: 9:30 a.m.

Location: Room 206

NEXT AGENDA:

ITEMS COMPLETED: