

**From:** [David Petersen](#)  
**To:** [David Petersen](#)  
**Subject:** File  
**Date:** Thursday, January 14, 2016 3:17:13 PM

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Library 01/14/16

Library: Ken Buist, John Elswieler

Facilities: Dave, Rob, Glynn, Jaci

- 1- WO opened to construct a wall in room 042 was closed without anything being done?
  - 2- John wanted to know what the fan set back is throughout the year. Have Zak get back with John. John offered to send the yearly schedule for when they are opened and closed so we can figure out the set back.
  - 3- Jocilin and Dan are great to work with.
  - 4- Need to fix the wrinkling of the vestibule floor material. Looking at a different material.
  - 5- Dave will ask Lorin about the cold issues . Meeting set up for 01/20/16 to discuss the design.
  - 6- Talked about the lights over the atrium getting lamps replaced. Need scaffle assembly. I'll talk with Howard. Talked to Howard and he will keep it in mind for summer 2016.
  - 7 - Brian Taylor has really done a great job with the lighting issues.
  - 8- Some concerns over the testing lab remodel and Chet needing to move some stuff to facilitate the remodel. Rob will talk to Chet.
  - 9- John was going to order more attic stock carpet. Has that happen. Have Scott get back to them. Also maybe salvaging exiting carpet when remodel happens. Contractor will salvage some carpet for attic stock. Scott talked with Ken, attic stock is on order and should be here soon.
  - 10- Water leak on 2nd floor mens restroom. Still a concern. I talked with the plumbers and they are satisfied that it's clear for now.
  - 11- Seems that our customer service especially communication has slid in the last year or so. Mostly the shops. Custodial is OK.
- Sent from my ASUS Eee Pad