

# CVLC Maintenance and Improvement Punch List

30 January 2012

## Maintenance Items to be worked soon:

- paint outside ground-level doors
- provide security for the sanctuary and office when not in use
- replace faucet in small sink in mop room
- repair unnecessary holes in the outside “door” in the furnace room
- clean out and organize Sound Room
- repaint the repair on Kitchen Wall
- repaint the patches in the Community Room near the men’s room
- purchase and install bulb in one of the Exit Lights

## Maintenance Items to be worked in future sessions:

- replace backflow preventer in Boiler Room (WATTS 9D)
- replace urinals in men’s room
- repair gutter seam leaking and gutters / downspouts
- install light to the steeple
- build / acquire and install shelving for the storage container
- paint the outside of the storage container. (artwork contest?)
- fix the grading for proper drainage at the ground-floor entryway
- repair and repaint the floor in the ground floor foyer.
- repair chimney crown, brickwork, and install new cap

## Improvements

- rebuild the kitchen cabinets, sinks, and plumbing
- replace the flooring in the kitchen
- provide sufficient electrical circuits for kitchen appliances

## Institute a preventive maintenance plan

- light replacement
- filters for air handlers and furnace
- heating and cooling equipment monitoring / adjustment