

PRIORITY	ITEM	ACTIONS	ACTIONEE	Projected Date
1	WSS, provide splash block for hose bib		ToolTime	
2	WSN Hall closet	In Design	Manny/Ellen	
3	WSN Exterior elevations	exterior dwg of WSN, drawings complete will send to Mary Kay	Manny/ MaryKay	
4	Heat Trace needed - Where / Cost	To be done in October	ToolTime	
5	Café faucet	new faucet procured	ToolTime	
6	Phone system	Working on different proposals	Craig	
7	WSS space measured for CADD	measurments of Narthex and Upper room - Tom	ToolTime	
8	WSN Office doors; open in	Working on Sketch	Manny	
9	2012 Budget for PC & server upgarde	Working	Craig	
10	Paint exterior	Working	ToolTime	
	Van; need Coordinator	Finance is working process		
	Van; insurance	Do we need to work on regulations?	Fred	
	Fire Alarm for Phase III of WSN – estimated cost \$3000	Need to review Budget	M. Britton	
	west entrance door at WSS to be replaced cost \$6800	Add to ReFresh Budget	M.Britton	
	2012 Budget for PC & server upgarde	Craig Seal has worked-up estimate, need prioritize	Manny	
	PM landscape irrigation	change irrigation times	Fred	
	Residential House path forward	Ralph is working a solution		
	Pews @ WSS	List for Ebay; need sched		
	WSS Chairs need type and color	Meyeir	MK	
	Kitchen Drain @ Café	Health issues	Fred	
	Kitchen Floor Drain	Health issues	Fred	
	Kitchen Pantry Shelves	Bouten	Manny	
	Kitchen Counter Shelf at counter	On Hold to hold food seal wrap	Manny	
	Kitchen elec outlet @ island	On Hold	Fred	
	Café Counter Support	Bouten to complete (no date)	Manny	
	Café hidden storage	On Hold	Manny	
	Drainage holes needed at WSN planter	Next to main entrance	Fred	