



ATTENDEES:

- Dave VanLeuven
- Fred Reich
- Manny DeLeon
- Mary Kay Britton

**Meeting Minutes;**

<b>TOPIC</b>	<b>PC MEMBER</b>
1. New Business	
a. Establish a Landscape Committee	Manny
b. Plan a Spring Cleaning Event for March 30 & 31	Dave
c. 30 day end of lease notice went out to LivingRoom Church, Gather4Him and Karate. Lease ends Feb.15.	Mary Kay
2. WSS	
a. Roof electrical; scheduled for Feb.	Fred
b. Spring Cleaning & Painting; part of SPRING CLEANING	Dave
c. Replace gutter with flashing over condenser part of SPRING CLEANING	Dave
d. Bulletin board; need Tooltime	
3. WSN	
a. Drainage at heating unit at north entrance; scheduled for Fri, Jan. 20 - Call Jim Britton for help	Fred
b. Stove pilot plugs and cut shut-off handle	Manny/Dave
c. Office re-configure; Office staff is looking at layouts	
d. Bulletin board; need Tooltime	
e. Water at south planter; part of SPRING CLEANING	Dave

Next meeting Tuesday Feb, 7, Subject moving Boy Scouts?