

Director's Report

December 2022

Administrative:

- The black Friday pop-up book sale netted \$443.50
- Independence Café (Bridges) is working on a soft opening for the month of December. We have had some requests to fix items last minute and are trying to accommodate them. Hours will be Tuesday and Thursday 9:30 – 3:00
- Tech Soup company provided us a substantial discount on 17 Microsoft licenses for the new Chromebooks.
- Frontline has begun to install software on computers, install new fiber internet of 1G (paying for 500mb), update wi-fi.

Building:

- The Mechanical Engineer Proposal timeline was updated.
- Fire Alarm installation is complete, working on a contract for a Fire Alarm monitoring company.
- Campbell Fire was on site to fix leaking Backflow valve. For \$1,500 they tried to repair the inside of the valve and created a larger leak. To replace the entire valve is \$5,300. They will not be charging us for the first repair.
- When the water was turned off for the Backflow valve, our entire water system was affected, especially the toilets. Am waiting on a plumber.
- Still finalizing item list with Chargepoint.
- We have to upgrade our server. It is original from 2008. The cost from Frontline is \$4,214.

Personnel:

- Nothing to report

Future

- Meet with Finance Committee to continue working on 2023/2024 budget
- Meet with Buildings and Grounds to discuss Mechanical Engineer proposals

Respectfully submitted,

Darlene Alessi

12/15/2022