

User Support Report

January 2017

Leon Sterner

Table Cloths are under the care of Dan the Iron Man! Dan Dolan is doing a very good job keeping us in clean and ironed table cloths for events at the Commons. He is charging an average of \$3.00 per cloth. Also, Nan Scott has recently labeled the cloths for easier identification when stacked in cupboards where they are stored in the Kitchen. I would like to determine a reasonable way to recover some of this cost when cloths are being used at non-Friend's events. Perhaps a \$4.00 per cloth fee could be charged for each cloth used. This would recover the cost of washing and ironing and a bit extra for Friends handling and purchasing of new cloths. I'd like a simple form to give to event planners who wish to use them which would explain the process and charges.

An ongoing issue, especially apparent these rainy days, is the cascading water fall outside of the North Doors at the Commons. This makes it very difficult for public to enter and leave when it is raining. I believe Public Works has looked into this, however, the situation seems to remain problematic. I will address this issue with Public Works - and suggest that we communicate with whoever did the gutter work to remedy the situation.

A new electrical outlet box has been installed beneath the Circuit Breaker box by the double doors inside the Kitchen. This makes accessing electrical connection easier, as the box on the North wall is located on the wall behind where we normally store the 8' rectangle tables.

I have been in contact with Max Glen from the Lion's Club - and they are not ready at this time to pass on any of their folding chairs. They need all of their chairs for the upcoming Crab Feed. I will pursue other options for chairs at the 501 building.

The Lion's Club Crab feed is approaching. To insure that we have adequate capacity for the large amount of refuse generated by this event - I am reminding the Trails Crew and any others who use the green dumpsters by the Electric Car Charging station to not use them on Friday or Saturday - January 27-28th - as the dumpsters are reserved for the Crab Feed activities. Set up for Crab Feed will be Friday evening at 5:30 - and there will be two seatings on Saturday - Noon and 4pm - at the Commons for Crab meals - as well as a seating at the Lion's Club at 4pm. Thank you for your cooperation.

Giving Tree setup, running and take down went well this year. Decorations have been stored in Room 3 closet.

Bonnie Thornton and I are working together to organize a series of movies at the Commons. We have reinstated our Movie license. The plan is to show Vintage Musical/Dance videos in Room 8 - using the projection system in there. The overhead projector will serve us well for this application. I am exploring several options to add the audio piece of the equipment. Plan is to have movies on the first Sunday of the month at 2pm. If this date works, I'll make reservations on the calendar.