

Hildreth House Improvement Committee  
Minutes of the 2/4/16 meeting  
4 p.m. at the Hildreth House

Present: Laura Andrews, Pat Jennings, Connie Larrabee, Ann Taylor, David Vannicola  
Absent: Fran Nickerson

Connie called the meeting to order at 4 p.m. The committee approved the minutes of the 8/26/15 meeting.

Connie said that 13 windows have been delivered: 10 installed by volunteers, one still to be installed, and two that do not fit.

We reviewed a list of issues Connie put together:

1. Two kitchen windows don't fit  
David has ordered the replacement windows and we will deduct the cost of the wrong-sized windows from the bill (2 x \$817.37 = \$1,634.74). David will follow up with Dave Dakin at Moore Lumber.
2. Only four screens have been delivered  
David will follow up with Dave.
3. Installed windows are missing an exterior bottom strip.  
David will follow up with Dave.
4. Latching hardware is the wrong color  
David will follow up with Dave
5. Large windows stick when people try to close.  
Connie will follow up with Wade Holzmann, who is organizing the volunteers.

We reviewed three Moore Lumber invoices:

#502313 for 11 windows - \$9,046.31 (less \$1,634.74 deduction)  
#194688 for misc. installation supplies - \$38.11  
#K02313 for two windows - \$2474.58

On Pat's motion, the committee approved payment of invoice #194688 for \$38.11. We did not approve payment of the other two invoices because of the outstanding issues.

Connie will write up a summary of the issues for David to take to Dave, who will be told that we are withholding payment until the issues are resolved.

Connie asked if anyone else would be willing to bag the trash and cart away recyclable cardboard when the volunteers have finished each installation. Pat and Ann will do so.

The next delivery will be Friday, February 12, with installation that weekend.

The next meeting is scheduled for Thursday, February 25, at 4 p.m. at Hildreth House.

Connie adjourned the meeting at 4:40 p.m.

Laura Andrews, recorder