

## Chapel Hill Friends Meeting

### Buildings & Grounds (B&G) Annual Report for the 2020-2021 Fiscal Year

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#### Responsibilities

- Monitor the conditions of the meeting house and property
- Schedule workdays to engage Friends in the care of the meeting house and property
- Assess need for professional or extensive work and recommend same to MWAB
- Oversee professional work
- Oversee use of the meeting house and school
- Recommend applicants for the position of meeting house resident
- Oversee the meeting house resident's activities
- Work closely with meeting house resident

#### Foreword

- Due to the COVID-19 pandemic, there were no meetings held in the meeting house during the 2020-2021 fiscal year. The resident continued living in the resident apartment. Individual access to the meeting house was limited to meeting essential tasks (e.g. pick-up of donations) and Friends were requested to inform the resident before arriving.
- B&G, like other committees, met monthly on Zoom which was effective for committee discussions but did little for camaraderie.

#### Activities

- The committee reviewed the proposed installation of a solar panel system that was sized to meet the power requirements of the meeting house and the Chapel Hill Early School. The committee had no installation or maintenance concerns with the project as proposed.
- In the winter, the committee attempted several times to consider ways to reduce the risk of viral transmission in the meeting house. Several Friends believed enabling meeting for worship was tantamount to spreading the virus and no progress was made. In March, M&W requested B&G to investigate HVAC improvements to reduce viral transmission risk and B&G began that work. A professional engineer from Engineered Design, Inc (EDI), a company that focuses on HVAC systems, preliminarily reviewed our HVAC systems and building. A proposal followed for a detailed study that would result in recommendations. The work itself and the study would take 4-6 months to complete. A rough estimate put the cost between \$20K and \$50K depending on the study findings and improvements needed. The committee reached out to Pete Malone who has a professional background in HVAC systems. Pete measured the output from the HVAC

systems and reviewed their design. The systems have limited filtering capability, little fresh air make-up and no treatment of re-circulated air. As changes to the mechanical system would require time, if implemented at all, B&G conceived a basic approach to refresh air in the meeting room using window fans. When resumption of meeting for worship on July 4<sup>th</sup> was announced, B&G bought eight window fans and three portable HEPA air purifiers to help reduce the risk of COVID transmission.

- The committee diagrammed a “stage-gated” process which could help a committee address a meeting need in unity with the meeting with appropriate participation by members of various standing committees. B&G will seek to share and evolve the process in the coming year, should the meeting or other standing committees see value in doing so.
- B&G held workdays in December and May. Friends, wearing masks and remaining socially distant, attended to outdoor building and property maintenance.
- Due to the pandemic inside meeting house projects were held in abeyance. These included 1) the library/hospitality project, 2) efforts to address the downstairs sound issues, 3) addressing comfort issues associated with the building HVAC systems and 4) finishing of the downstairs cabinet doors.
- The committee under spent its \$6,600 budget by a bit more than \$2,500. A tree was not removed as planned. Some tasks such as power washing and window washing were done by meeting members and the cost of other tasks was below that budget.
- Don Hopper continued caring for the Memorial Garden.

## **Resident’s Report**

John Hite, as the meeting house resident, continued providing basic care and security for the meeting house, the meeting grounds and the Chapel Hill Friends Early School (CHES) during the pandemic. He supported the work of the B&G, M&W and CYRE committees and also the Zoom ad hoc committee. John served as our daily liaison with CHES assisting with a few school building issues which occurred outside of school hours. Due to the pandemic, there was no UNC football game parking which John normally coordinates and spearheads.

## **Committee Membership**

- 2020-2021 Committee membership: Richard Miller (co-clerk), Bob Durovich (co-clerk), Wendy Michener, Tom Smith, Tom Ludlow, Dottie Heninger, Bill Cleaver, Dave Schneider, Kurt Hein,

Brad Kershner (CFES representative & ex officio member) and John Hite (resident & ex officio member)

- With the end of the 2020-2021 fiscal year, Richard Miller and Tom Smith ended their service to the meeting through B&G. Brad Kershner, ad hoc member representing the CFES, ended meeting service in June as he left the school for a position in Kimberton, PA.
- Beginning with the 2021-2022 fiscal year, Pete Malone officially joined the committee but actually began supporting B&G activities in April.

Respectfully submitted,

Bob Durovich, co-clerk, for the B&G Committee