

North Georgia Walk to Emmaus
King's Retreat Facilities Standing Committee
Tim Sanders, Chair

Coordinating Board Report
May 1, 2018

1. Tom Lanier, our King's Retreat handyman is retiring before the end of the year, possibly at the end of the summer. We have a potential candidate to replace him, but will also advertise the position in the Loveletter. We would like to get Tom a brick for the 35th anniversary celebration.
2. An upcoming renter has asked to use the \$500 weekend closing cleaning option. This is expected to require up to three additional people to help Gwen and Tom with cleaning. Expected to be one eight-hour day. Our cost would be 24 hours x \$15/hour = \$360. Need to know what is required from Bobby Whirley to be able to pay these workers.
3. Need Bobby Whirley's review and feedback on Board's funding of the 2018 portion of the King's Retreat capital plan draft as discussed at the April Board meeting.
4. Due to staffing, only the Chapel painting could be done last month. The Conference room will be rescheduled.
5. The grease trap in the grassy area outside the kitchen and the Mountain Top dorm has been overflowing. It has been recently pumped out and is believed to have a problem. We are getting quotes from plumbers to diagnose the problem and then expect to have the same plumber fix the problem.
6. When everyone is available, we need to schedule a meeting with Ted Craig, Bobby Whirley, Gwen Hamill, and Anil Malhotra to discuss process optimizations for King's Retreat invoices and payments.
7. Still looking for formal quotes to perform the Team Shower baseboard repair work.
8. [Ongoing, has been on hold.] Continue work update to rental agreement to address request from the Catholic Mutual Group who provides the liability insurance for our Cursillo and Hispanic WTE communities over negligence coverage.
 - Brown & Brown reports that we are covered for negligence, but that equipment failure, which is now part of our rental agreement, is not covered.
 - This issue will require additional support from legal / insurance sources in the community to resolve.