

**Stewart Library Building Maintenance Committee Walk Through
Preliminary List of Maintenance Items September 8, 2020**

Gap in bricks in the north clock circle

Shingle on the ground below museum windows on east, south.

Painting of window sashes and trim

Develop scope of work for routine issues

Basement window on south side need repair

Apparent issue on the corbel up on the north corner

Stand up mill stone

Mortar broken up on the atrium entry pad, and other railing attachment points

Continued Walk-Through On September 17, 2020

Installation of conduit for lighting in the parking lot, prior to paving

Move surveillance camera in the Library, better view of checkout counter

Close window in the Reading Room

Repair double door lock and deadbolt into the Children's Library

Repainting of interior window sashes

Paint railing at the south door

Care for the pile of boxes and toys on the second floor landing, south stairway

Dispose of most metal chairs in the auditorium

Re-bulb the auditorium lights

Small hole in roof found on north east quadrant, visible to the left when climbing up to the attic

South auditorium entrance door latch plate is loose

Trim running up on the structural post in the atrium is lifting along the edges

Change batteries in thermostats throughout the building