

**Coordinating Team Monthly Report to Board of Trustees**  
**January 2017**  
**Actions, Discussions, and Information**  
**December 8, 2016 - January 11, 2017**

End (Limitation)	Topic	Action/Discussion/Information
Sustainability Community (Financial Management, Financial Activities)	<b>Budget Planning for FY2017-18</b>	The CT continues budget planning for 2017-18 with the Treasurer.
Sustainability (Financial Activities, Asset Protection, Execution of Contracts)	<b>Mold Remediation/ Reconstruction</b>	Our current very rough estimate for testing, remediation, reconstruction and refurbishment of the Safir Room, Chrysalis Room, and upstairs Conference Room is \$50,000. We expect to have a more accurate estimate of these costs in February.
Sustainability (Financial Management, Asset Protection)	<b>Deferred Maintenance</b>	On behalf of the CT, the Director of Administration has requested that Warren Zittel, Abbott Foote, and Tom Tripp form a short-term Capital Projects Task Force to review the list of deferred maintenance projects and make recommendations for the next projects that the church needs to schedule, listed by order of urgency and approximate cost. By January 18, we expect to have some information, probably beginning with a timeline for their review, from the Task Force.
Sustainability Community (Community, Financial Activities, Asset Protection, Execution of Contracts)	<b>Safety/ Tree Removal</b>	The CT is deeply concerned about the risk to safety and property represented by the trees judged nonviable by the arborist the Capital Campaign Projects Task Force hired over a year ago. We have been informed of plans to complete the tree removal contracts this month.