

## Maintenance Report August 2018

### Goodwood Main Library

Performed Lighting Preventive Maintenance  
Replaced Light Bulbs in Genealogy Department  
Performed Chiller Preventive Maintenance  
Repaired Boiler and Reset AC System Due to Power Failure on 2 Occasions  
Repaired Cooling Tower  
Arranged for Mecho Shades in Room 102 to be Repaired  
Changed Batteries and Reset Thermostats throughout the Building  
Cleaned Drain in Parking Lot & Unstopped Drain in Teen Services  
Worked Twice w/ Elevator Repair Co. to Repair Elevators & Replaced Emergency Phones  
Replaced Breakers for Exterior Fountain  
Repaired Door Closure in Large Meeting Room  
Hung Pictures in Reference Services for Current Art Display  
Coordinated Cleaning of Furniture

### Baker Branch Library

Performed Chiller Preventive Maintenance  
Provided Chemical Water Treatments for Cooling Tower  
Reset A/C Controllers and Reset A/C System due to Power Outage  
Reinstalled Commemorative Plaque  
Awaiting Final Quotes to Replace Resilient Flooring w/ Polished & Stained Concrete  
Pressure Washed Building

### Bluebonnet Regional Branch Library

Performed Lighting Preventive Maintenance  
Repaired Exit Light, Book Drop, and Cameras  
Changed A/C Filters & Replaced Ceiling Tiles in Various Locations  
Cleaned Sprinkler System Room  
Architect Revising Images for End Panel Replacement in Children's Services

### Carver Branch Library

Replaced Battery in 1 Exterior Door Alarm  
Completed Measurements for Installation of Blinds in Meeting Room

### Central Branch Library

Performed Lighting Preventive Maintenance  
Performed Chiller Preventive Maintenance  
Reset A/C System Twice; Once Due to Power Outage  
Installed New Chiller Pump Motor  
Repaired Carpet Squares

### Delmont Gardens Branch Library

Performed Lighting Preventive Maintenance  
Repaired Toilet & Replaced Toilet Seat  
Repairs Made to Roof Leaks  
Sprayed for Fleas & Replaced a Pump Motor

### Eden Park Branch Library

Performed Lighting Preventive Maintenance  
Repaired Light Fixture  
Repaired Sink & Entrance Door  
Sprayed for Ants in Children's Services

### Fairwood Branch Library

Performed Lighting Preventive Maintenance  
Replaced A/C Belts and Filters  
Replaced Batteries in 1 of the Exterior Door Alarms  
Coordinated Furniture Cleaning  
Awaiting Delivery of RFID Gates

### Greenwell Springs Road Regional Branch Library

Performed Lighting Preventive Maintenance  
Unstopped Toilet in Children's Restroom  
Repaired Book Shelves  
Awaiting Delivery of Section of RFID Conveyor System  
Awaiting Installation & Configuration of Automated Materials Handling System

### Jones Creek Regional Branch Library

Repaired Lighting in Men's Restroom  
Repaired Boiler  
Repaired Toilet in Children's Services  
Replaced Flag Pole Rope & Cleaned Temporary Exterior Sign  
Repaired Leaking Window Seal & Repaired Roof Leak in Circulation Services  
Prepared for Purple Heart Trail Dedication

### Pride-Chaneyville Branch Library

Performed Lighting Preventive Maintenance  
Performed Chiller Preventive Maintenance

### Recycled Reads

Repaired A/C System  
Replaced Lock on Front Door & Fixed Holes in Walls  
Installed Mouse Traps

### Scotlandville Branch Library

Performed Lighting Preventive Maintenance  
Installed Outdoor Pole Light  
Repaired A/C System  
Replaced Flow Switch on Chiller  
Unclogged Sink in Meeting Room  
Replaced Stained Ceiling Tiles, Cleaned Mechanical & Sprinkler System Rooms  
Moved Work Island Back to Workroom & Repaired Carpet Tiles

\*Staff Oversaw Inspection of Fire Extinguishers at All Locations & as Needed, Replaced Some Fire Extinguishers