

Facility	Summary	Resolution	Category	Status	Date Created	Date Completed
Community Branch Library						
Central Branch Library	Colder in the building	Reset the boiler	HVAC	Completed	11/20/22	11/21/22
Central Branch Library	All toilets in the building have dark grey water and when flushed a silty substance is present	Laborer: Terry Lewis, Notes: Check all toilet water is running clear. Repair man's handicap, toilet, replace wax ring and toilet bolts all ok	Plumbing	Completed	11/25/22	11/28/22
Fairwood Branch Library	Quiet Reading Room Auto-locking		Windows/Doors	In Progress	11/17/22	
River Center Library	Stopped up toilet/loose toilet seat	Remove all paper from toilet	Plumbing	Completed	11/19/22	11/20/22
River Center Library	Faucet barely works		Plumbing	In Progress	11/28/22	
Scotlandville Branch Library	room temp in meeting rooms dropped to uncomfortably cold	traveled to branch adj hot water valve ,system heating properly actuator is not stroking efficiently	HVAC	Completed	11/17/22	11/18/22
Scotlandville Branch Library	Burnt bulbs at and near Circ Desk	Laborer: Shedrick Ridgley, Notes: Replace 2 cases of 4 foot fluorescent bulbs, and five balancer Laborer: Terry Lewis, Notes: Replace 2 cases of 4 foot fluorescent bulbs, and five balancer	Electrical	Completed	11/20/22	11/22/22
Zachary Branch Library	Light out in meeting room 2 and women's restroom	Laborer: Terry Lewis, Notes: Replace lightbulbs	Lighting	Completed	11/22/22	11/22/22
Main Library						
Main Library	terrace door will not lock	Laborer: Rhett Hodges I checked the key lock out and tried to figure out why the inside key cylinder wouldn't turn to unlock the door. I sprayed some lubricant in it to see if it would work but it didnt. We may have to get a lock smith too come check it out to see if the key cylinder is broken. For now I have it unlocked so patrons can go on the terrace. But when its time too lock it someone will have to go thru the breakroom door and lock it from the outside push bar key cylinder for the time being.	Windows/Doors	Completed	11/13/22	11/14/22
Main Library	Staff restroom	adj water flow to toilet	Plumbing	Completed	11/18/22	11/28/22

Facility	Summary	Resolution	Category	Status	Date Created	Date Completed
Main Library						
Main Library	Conference Room B is extremely cold	Labor: Laborer: Rhett Hodges I adjusted the thermostat and made sure the conference room was starting to warm up.	HVAC	Completed	11/18/22	11/18/22
Main Library	Conference Room B extremely cold Patron complaint	Labor: Laborer: Rhett Hodges I adjusted the thermostat and made sure the conference room was starting to warm up.	HVAC	Completed	11/18/22	11/18/22
Main Library	Terrace Door - Patron Side	Clean , Lube & adjusted inter components	Windows/Doors	Completed	11/18/22	11/28/22
Main Library	The quiet study room on the 2nd floor of Main seems to have the heat turned off. This may because we did not use the room for months during	replaced batteries and refreshed in system thermostat need replacement	HVAC	Completed	11/21/22	11/28/22
Main Library	Overly aggressive flushing toilet	adjusted water flow into toilet	Plumbing	Completed	11/28/22	11/28/22
Main Library	Drain plugged		Plumbing	New	12/1/22	
Main Library	Toilet clogged, won't flush		Plumbing	New	12/3/22	
Regional Branch Library						
Bluebonnet Regional Library	power plug needs to be replaced	Change the end on the cord	Electrical	Completed	11/12/22	11/15/22
Bluebonnet Regional Library	study pods have no power		Electrical	In Progress	11/12/22	
Bluebonnet Regional Library	Breaker tripped again, Power out in section of library	Labor: Laborer: Darren Rivers Laborer: Rhett Hodges We replaced the breakers that supply those circuits with new ones. That should solve the problem.	Electrical	Completed	11/15/22	11/15/22
Bluebonnet Regional Library	Outlets on multiple study tables popping out	Labor: Laborer: Rhett Hodges I took a count of how many were bad and i'm going to see about how too go about repairing or replacing them.	Electrical	Completed	11/17/22	11/18/22
Bluebonnet Regional Library	Breaker fixed again this morning		Electrical	In Progress	11/22/22	
Bluebonnet Regional Library	table of computers have no power again-same computers as previous tickets	Labor: Laborer: Terry Lewis, Notes: Checked all outlets and wire connections all ok Laborer: Rhett Hodges, Notes: Checked all outlets and wire connections all ok	Electrical	Completed	11/25/22	11/28/22

Facility	Summary	Resolution	Category	Status	Date Created	Date Completed
Regional Branch Library						
Bluebonnet Regional Library	TWO banks of computers with no power-one that has had power before (no problems) and the other the same as previous tickets		Electrical	On Hold (Waiting for parts)	11/25/22	
Greenwell Springs Road Regional Library	Cold Temperatures Throughout Building	Laborer: Rhett Hodges, Notes: Check boiler pumps and motors all or working check t stats throughout building adjusted temperature all working fine Laborer: Terry Lewis, Notes: Check boiler pumps and motors all or working check t stats throughout building adjusted temperature all working fine	HVAC	Completed	11/17/22	11/18/22
Jones Creek Regional Library	Chilly in the building	travel to branch found boiler working fine Thermostats were set to 65°F	HVAC	Completed	11/16/22	11/16/22
Jones Creek Regional Library	Patron complaint about meeting room temp	Reset the boiler	HVAC	Completed	11/17/22	11/20/22
Jones Creek Regional Library	Front Sliding doors at JCR really loud and squeaky/not always opening	Laborer: Terry Lewis, Notes: Found door belt may need replacing door Company will complete job	Windows/Doors	Completed	11/18/22	11/21/22
Jones Creek Regional Library	1st set of doors to MR2 not locking	Laborer: Terry Lewis, Notes: Adjusted door lock and latch	Windows/Doors	Completed	11/19/22	11/25/22
Jones Creek Regional Library	Thermostat not Working in Study Rm B	Laborer: Terry Lewis, Notes: Check boiler pumps and motors all working fine adjusted room temperature heating strips come on air flow damper adjusted a little all working fine	HVAC	Completed	11/19/22	11/19/22