

AKArama Foundation, Inc.  
Alpha Kappa Alpha Sorority, Inc.  
Building & Property Director's Report  
September 2, 2017 Executive Committee

Greetings! Welcome back from your summer hiatus. The AKArama Foundation, Inc. Community Service Center (CSC) has been active this summer with Theta Omega & AKArama Foundation, Inc. meetings and programs and meetings with our community partners. This summer we also began to refurbish our ten year old facility.

## INTERIOR

### **Heating, Ventilation & Air Conditioning (HVAC)**

One of our three roof top Air Conditioning Units had a broken belt and was not functioning. Unit was evaluated and repairs were completed by Four Seasons Heating and Air Conditioning on August 19 & 21. Schedule for routine maintenance of all Air Conditioning Units to be arranged.

### **Walls**

**The Montrose Room** was repainted the week of August 7.

**The Silent Auction Room and Conference Room** were repainted on August 30

**The Emil Jones Room** was  $\frac{3}{4}$  painted on August 30. The remaining wall will be painted upon completion of construction in Emil Jones Room related to the President's Wall in Lobby.

### **Flooring**

The carpet in the Ruth Montrose Room was replaced with carpet tiles and commercial linoleum tiles from Century Tile on August 15.

### **Space**

Please be advised that Committee Chairman must receive permission from Center Staff to store items at Center. Items must be in plastic containers and labeled with Committee Name and Date. Center Staff will assign storage areas.

## EXTERIOR

**Rolling Gate** chain broke and was repaired on July 17. Two remotes were replaced. On August 28, a new antenna for the gate was installed to increase connection with remotes.

Evaluation of Exterior including windows, doors, security lights is scheduled.

Submitted by Dorretta Evans Parker

Director, Building & Property