

2023 April Leesburg Committee Notes

Leesburg Committee Notes: April 20, 2023

Chair: Jessee Maloney

Members Present: John Carter, Scott Silvers, Scott Newman & Jennifer Chu

Completed Tasks:

- Added new pegboard in the craft area
- Shelves added in the new supply closet in the main room
- Basement stairwell was fixed and painted

In Progress Tasks:

- Reorganize Supply Cabinet in main room
 - move some items to new supply closet
 - move aerosols to fire cabinet
 - Install over door organizer in reception area utility closet
- 3D Printing Room was reorganized and rearranged
 - patch up the wall and repaint
 - move & change pegboard
 - build shelves
 - Jessee finish shelf for ground up filament
- Hang electronics screen
- New safety signs on how to clean up blood
 - build new laceration first aid kit in bathroom
 - ordered laceration kit and gloves
- Replace new front wall in reception
 - Squirrl heard back from landlord, and we need to prepare and have someone there when it happens?

To-Do List:

- Tear down woodshop bookcase
 - start with right bookcase to make room for new jointer
 - eventually take down the left bookcase
 - Mike Dewan wants open storage and everything labeled
- Empty Hutch
 - Find a new home for the hutch in the reception.
 - Jennifer is taking a photo to put on freecycle
- Build new Open House sign holder
- Print Open House yard signs on UV Print.
- Build stand for sublimation printer
- clean up area around the UV Printer and find new home for marketing stuff
- Utility closet needs to be organized, rearranged and reevaluate what's in there
 - find home for ac unit / try selling? / Jennifer?
- Fix A/C register vent above classroom door
- Metal Shop needs rearranging
 - we can't get to the fire cabinet
- Call electrician about all of the small issues were having around the building
- Jessee call copier about low toner
- Classroom needs shelves for all the little things everywhere
- Classroom needs outlet on wall fixed / needs box and something to anchor on
- Hang fire extinguishers
 - have them inspected / figure out schedule
 - Fire Line on Cardinal Park can do it
- research how to dispose of fire extinguishers
- move member storage
 - let membership know that we are doing it
- Red tool training required signs needed for woodturning
 - Jonathan white is dropping off red plastic
- second coat of paint on stairwell to basement
- install registers in stairwell / qty 3
- anchor the new shelf to wall at top of stairs
- Resin 3D printing
 - needs shelves for vats
 - Jessee donating wash n cure station
- figure out why classroom vent isn't working
- make sign for Jupiter about issues with supports
- vent between the bathroom and the sloproom

- make sloproom sign

Potential Projects:

- Electronics wants to move a wall
- moving equipment from metal shop to Purcellville
- finishing room
- woodturning needs to piggyback on woodshops dust collection
- Air compressor tubing needs to be run to woodshop, metal shop and woodturning
 - tubing in metal shop

To Buy:

- Light switch with light for dust collector bathroom
- vent for bathroom
- 8.5x11 frame for business license
- Kilz white
- Behr base paint
- blank switch/outlet covers



Notes:

Progress Photos: