

Memo

21 April 2014

To: Debbi Lee-Distefano, Faculty Senate Chair

From: Diane L. Wood, Johnson Faculty Center Chair

Re: end of year report

The Johnson Faculty Center (JFC) has guested 88 people since August 1, 2013 to present. This is a revenue of \approx \$2,640 for the year. The JFC purchased two flat screen televisions to replace the older models that were in each of the two suites. Additionally, facilities management was asked to estimate and place a call for bids to repair and update the first floor and basement of the JFC. The prioritized list of repairs and updates are:

1. remove the old sheet linoleum in the basement and refinish the underlying concrete.
2. repair leak in foundation wall
3. replace the sink and cabinet in the basement kitchen area
4. patch and paint the basement ceiling
5. remove the carpet on the first floor and if possible refinish the underlying hardwood flooring
6. in areas that do not have hardwood flooring (earlier addition area) replace with industrial linoleum tiling
7. paint walls and replace window dressings

Keep in mind that all of the above items are contingent on sufficient funds from the JFC account and the endowment from the Alumni Center. It is the hope that over time we may address all the above items and eventually update the second and third floor, as well.