

BUF Board of Trustees Special Meeting (virtual, via Zoom)

March 8, 2022

Attendees: Drew Betz (Vice-President), Daria Haynes, Alex Gilman, Henry Ohana, Sarah Pearson, John Stewart (Secretary), Melissa Swift,

Not Present (Excused): Paul Beckel (Ex-Officio), Lew Phinney

Minutes by John Stewart Secretary.

Meeting called to order at 5:05 pm; Drew

Replacement of Elevator Mechanical Room Heat Pump

- Proposal emailed to Board by Sky Hedman, Treasurer (see attached email and bid)
- **Henry moved and Sarah seconded that the Board approve engaging Feller Heating and Air Conditioning to replace the Heat Pump in the Elevator Mechanical Room at a cost of \$6,875 plus tax.**

Discussion:


- The heat pump started making noise approximately 2 years ago and AirTech Heating & Hydro Mechanical Inc came about a year ago, attempted repairs and removed some parts. Since then then unit has not been operational.
- Are we required to do this now for the operation of the elevator? Believed to be code/permitting requirement more than immediate need for the operation of the elevator.
- This is the kind of issue for the Capital Needs Assessment to allow us to reserve for.
- What happened to the original contractor, AirTech Heating & Hydro Mechanical Inc? They have been non-responsive.
- Alex and Henry may follow up with Sky and Kathy and directly with AirTech Heating & Hydro Mechanical Inc.

Motion passed, 6-1

Meeting adjourned at 5:30 pm.

Attachments: (below)

- Email from Sky Hedman
- Copy of bid by Feller Heating

From: Hedman/Pharis hedmanpharis@gmail.com 
Subject: Elevator expense
Date: March 7, 2022 at 11:39 AM
To: Board BUF board@buf.org
Cc: Kathy Wahto admin@buf.org



Hello Board,

BUF's elevator has been out of service because the cooling system for the elevator mechanics has failed. This failed heat pump normally cools the hydraulic system of the elevator.

We have a quote from Feller HVAC to replace the cooling unit, since they were unable to find parts for the existing unit. The quote is for \$6,875 (plus tax.) We need Board approval for this expenditure, since it is over \$5000.

I am requesting that BUF pay for this necessary expense from BUF's Building & Maintenance Reserves.

Feller can do the work starting March 23rd, which is before the next Board meeting.

In order to get our elevator back in working order as soon as possible, I am asking the Board to approve this expenditure via email/zoom. The quote is attached.

Thanks,

Sky Hedman
BUF Treasurer



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**Bellingham Unitarian Fellowship
1207 Ellsworth St.
Bellingham, WA 98225**

March 2, 2022

Feller Heating and A/C Inc. to provide and install:

Elevator Room Ductless System:

- One (1) Daikin RXS18LVJU (20.3 SEER) Outdoor unit.
- One (1) Daikin FTXS18LVJU Indoor unit
- Flush and reuse existing 1/4" refrigeration line
- Remove existing 3/8" refrigeration line
- Install new 1/2 " refrigeration line
- Condensate piping to existing condensate line

Total = \$6,875.00 plus tax.

* **Canceled projects** will be charged all permit fees, all shipping charges on equipment and a 20% restocking fee. Any additional work / change orders requested by homeowner / contractor will be charged out as an **extra** at \$124.00 hr.

Exclusions: Power wiring (If required)

Proposal submitted by: Steve Felbinger

Date: March 2, 2022

Acceptance of proposal: _____ Date: _____

