

ETH MANAGER'S REPORT – November 10, 2016 – Sheila Torres

Highlights

- CPTV will be recording in our theater on Sunday, Nov. 13 for a new show called Amplify which features local artists and venues.
- I was able to secure four sponsors for a Frank Sinatra fundraiser for ETH on Dec 12. Spending time preparing the publicity, etc.
- Halloween Celebrations went well. I received forms from organizations in front of building.
- We have new water fountains on main level, water fountain
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- Extremely busy with bookings, etc.

Work Completed - Maintenance/Repairs/Ongoing

- Replacement of rusty iron pipe in VNA closet was completed.
- Leaking drain pipes were video taped and unclogged.
- Organization of boiler storage room and shed is complete
- Will be developing a new project to turn the unisex bathroom in the Alexandria Room into a public bathroom that does dual duty to service the balcony as well as events.