

Maintenance Work Order Report  
Library Board of Control June 2020

Facility	Summary	Date Committed	Category
Baker Branch Library	The card access reader at the staff entrance is not reading access cards	5/19/20	None
Baker Branch Library	The water in the building is off and not working	5/28/20	Plumbing
Baker Branch Library	Boiler Preventative Maintenance	6/1/20	None
Bluebonnet Regional Library	Irrigation system needs to be checked and repaired as needed.	5/22/20	Plumbing
Bluebonnet Regional Library	Boiler Preventative Maintenance	6/1/20	None
Bluebonnet Regional Library	Cooling Tower Preventative Maintenance	6/1/20	None
Bluebonnet Regional Library	Chiller Preventative Maintenance	6/1/20	None
Carver Branch Library	Irrigation system needs to be checked and repaired	5/22/20	Plumbing
Carver Branch Library	Boiler Preventative Maintenance	6/1/20	None
Carver Branch Library	Hard-wired clock in lobby needs to be adjusted to correct time. Clock in Reference computer area needs to be adjusted to correct time.	6/2/20	Electrical
Carver Branch Library	Toilet paper dispenser is coming off the wall in the CR restroom.	6/4/20	Plumbing
Carver Branch Library	There are two pieces of concrete missing in the front entranceway right next to the yellow curb. It's a trip hazard.	6/9/20	None
Central Branch Library	2 of the new AC panels have holes in the wall by them one panel not replaced	5/22/20	None
Central Branch Library	Move the paperback book display	5/29/20	None
Central Branch Library	Boiler Preventative Maintenance	6/1/20	None
Central Branch Library	stained ceiling tiles in Youth Services Workroom outside Youth Services Librns office	6/1/20	Windows/Doors
Central Branch Library	automatic door opens for no reason	6/5/20	Windows/Doors
Central Branch Library	Kick plate at handicap stall needs to be re-glued.	6/5/20	None
Central Branch Library	threshold needs work at front door	6/8/20	Windows/Doors
Central Branch Library	automatic door is staying open for a longer period of time after it opens	6/10/20	Windows/Doors
Central Branch Library	exterior meeting room door does not close well	6/10/20	Windows/Doors
Central Branch Library	warm in the building	6/10/20	HVAC
Central Branch Library	carpet square at circ desk is peeling up.	6/10/20	None
Delmont Gardens Branch Library	Boiler Preventative Maintenance	6/1/20	None
Delmont Gardens Branch Library	Mice have been seen in the staff lounge and restroom	6/1/20	None
Eden Park Branch Library	Broken Window	5/18/20	None
Eden Park Branch Library	Building Hot	5/19/20	None
Eden Park Branch Library	Building Warm	5/20/20	None
Eden Park Branch Library	Toilet seat broken	5/22/20	Plumbing
Eden Park Branch Library	Boiler Preventative Maintenance	6/1/20	None

Eden Park Branch Library	Book Depository	6/2/20	None
Eden Park Branch Library	EDE Inner Automatic Door not Working	6/4/20	Electrical
Eden Park Branch Library	Security System Battery	6/10/20	None
Eden Park Branch Library	Floor vent making loud ticking noise	6/10/20	None
Fairwood Branch Library	Alarm Issue	5/19/20	None
Fairwood Branch Library	Humidifier Problem alarm	5/21/20	None
Fairwood Branch Library	Chiller Preventative Maintenance	6/1/20	None
Fairwood Branch Library	Make Up Air Unit Preventative Maintenance	6/1/20	None
Fairwood Branch Library	Fallen Tree	6/3/20	None
Greenwell Springs Road Regional Library	Computer room, Innovation space, Conference rooms, Study rooms AC out	5/28/20	None
Greenwell Springs Road Regional Library	Boiler Preventative Maintenance	6/1/20	None
Greenwell Springs Road Regional Library	A/C not working in computer lab and teen area.	6/4/20	HVAC
Greenwell Springs Road Regional Library	Seal gap at bottom of intelligent return with caulk.	6/8/20	Life Safety
Jones Creek Regional Library	Cooling Tower Preventative Maintenance	6/1/20	None
Jones Creek Regional Library	Boiler Preventative Maintenance	6/1/20	None
Jones Creek Regional Library	Chiller Preventative Maintenance	6/1/20	None
Jones Creek Regional Library	JCR Front door has developed steady dripping leak	6/10/20	Windows/Doors
Main Library	Flush valve on staff restroom not functioning properly	5/22/20	Plumbing
Main Library	Outside door between patron elevator on 3rd floor and roof terrace not latching.	6/1/20	Life Safety
Main Library	Water not clear in hospitality room	6/2/20	Plumbing
Main Library	Drain plugged	6/2/20	Plumbing
Main Library	Light bulbs out	6/2/20	Electrical
Main Library	Please remove birds nests from the loading dock area.	6/3/20	Roofing
Main Library	The sewage smell is back again in the staff restroom nearest the copier and branch services.	6/3/20	Plumbing
Main Library	lights in stars in ceiling in Children's are out	6/3/20	None
Main Library	Front door opens and closes by itself every few minutes ish	6/6/20	None
Main Library	Water fountain by public restrooms on first floor is stuffed up	6/8/20	Plumbing
Main Library	Staff door making noise	6/8/20	None
Main Library	Water fountain pressure too high, the stream shoots beyond the water catcher and onto the wall/carpet.	6/8/20	None
Main Library	TV monitor needs mounting in small Circ Office by the service desk	6/10/20	None
Main Library	West door onto terrace leaked again; carpet wet; need to see if we can solve this continuing problem	6/11/20	Windows/Doors
Pride-Chaneyville Branch Library	Ceiling leak in Children's Room Office	5/26/20	HVAC
Pride-Chaneyville Branch Library	Sprinkler cover fell off	6/2/20	Life Safety
Pride-Chaneyville Branch Library	Fallen tree. NOT on building	6/5/20	None

Pride-Chaneyville Branch Library	Leak in children's workroom	6/10/20	None
Recycled Reads/Outreach	Air not working in front office	6/4/20	HVAC
Recycled Reads/Outreach	Mold found on bookmobile	6/4/20	None
Recycled Reads/Outreach	OLD SOAP DISPENSERS NEED TO BE REMOVED	6/8/20	None
River Center Library	Chiller isn't working.	5/26/20	None
River Center Library	AC in adult section of 3rd floor having issues	6/6/20	None
River Center Library	Faucet Running Continuously	6/8/20	Plumbing
River Center Library	Active window leak	6/10/20	None
River Center Library	Hot third floor	6/10/20	None
Scotlandville Branch Library	DVD stuck in book drop	5/21/20	None
Scotlandville Branch Library	Boiler Preventative Maintenance	6/1/20	None
Scotlandville Branch Library	Can light fell on back overhang	6/7/20	None
Scotlandville Branch Library	Getting hot in reference area; A/C needs to be turned up.	6/8/20	None
Scotlandville Branch Library	High temp in adult services area	6/8/20	None
Scotlandville Branch Library	Temperature rising in building	6/10/20	None
Zachary Branch Library	Grimy AC Vents	5/18/20	None
Zachary Branch Library	Irrigation needs to be checked and repaired as needed.	5/22/20	Plumbing
Zachary Branch Library	Smoke/Fire in Staff Break Room	5/26/20	Electrical
Zachary Branch Library	Boiler Preventative Maintenance	6/1/20	None
Zachary Branch Library	Light Out in Reference Workroom	6/9/20	None