



3/26/XX

10am

Weekly Meeting

Attendees: Dave, Kelly (Clients) and Michael (Project Manager)

Minutes

Agenda item: Painting

Discussion:

Discussed paint colors, finishes and location. It was decided to go ahead and re-paint all of the white millwork throughout the house (add \$2500). Subcontractor will be on site Wednesday to start painting and confirm final colors.

--Paint details--

- *SW= Sherwin Williams and BM= Benjamin Moore
- *All walls to be Eggshell
- *All Ceilings to be Flat
- *Bathroom to be Satin (the only bathroom being painted is the kids bath upstairs)
- *All millwork to be Semi-gloss and 'Cabinet White'

UPSTAIRS:

Millwork - Cabinet White
Bed#1- Ceiling, walls and closet: Cabinet White
Bed#2- Ceiling, walls and closet: Cabinet White
Bed#3- Ceiling, walls and closet: Cabinet White
Bath#2- Ceiling and walls: SW 6041 Otter
Laundry- Ceiling and walls: SW 6680 Friendly Yellow
Master Bed – Ceiling: Cabinet White Walls: SW 6248 Jubilee
Master Bath – Mill only (Cabinet White)
Mater Closet: Cabinet White
Common Area: TBD

MAIN FLOOR:

Millwork - Cabinet White
Family Rm- Ceiling: SW 7043 Worldly Grey, Walls: BM AC-36 Shenandoah Taupe
Nook/Kitchen/Dinning/Foyer/Stair- Ceiling and walls: TBD
Den- Ceiling and walls: BM OC-14 Natural Cream
Living- Ceiling and walls: BM AC-35 Valley Forge Tan
Laundry- Ceiling and walls: BM 2126-30 Anchor Grey
Bath#3- Mill only (Cabinet White)

LOWER LEVEL:

No Millwork
Common area/ Rec Rm/Bed#5/Play Rm/Storage Rm; Walls and ceilings: SW6106 Kilim Beige
Bath: Nothing
Workout Rm- Ceiling stays Walls: SW 6991 Black Magic

Additional colors: BM HC 172 (Revere Pewter) and BM -177 (Mushroom Cap) They will not be in addition to what is above, but will possibly replace two.

Action items	Person responsible	Deadline
✓ Schedule meeting with Interior Designer to review	Michael	3/28/XX

Agenda item: Stone and Closets

Discussion:

We discussed the fireplace stone. Jason from Custom Stones gave us many options and Kelly will be deciding between the stone look vs. the tile look... Michael to get pricing. On Monday we also reviewed the closets. All were basically the same as original plan but the master was altered a bit and changed to standard white and slab door. Michael to provide drawings.

Action items	Person responsible	Deadline
✓ Review Stone vs. Tile	Kelly	4/3/XX
✓ Provide Stone vs. Tile pricing and Closet Dwgs	Michael	4/3/XX

Agenda item: Schedule Review and CO's

Discussion:

We reviewed the current schedule. Drywall will be textured today and complete. The subfloor and fireplace tile will be taken care of tomorrow and the hardwood will be installed by the end of Friday. Paint (Phase #1) will start next Wednesday and go through the following Friday.

Action items	Person responsible	Deadline
✓ Provide updated schedule to Dave and Kelly @ next meeting	Michael	4/3/XX

Change Orders

1.0 – Added stackable washer and dryer location \$1500 (\$800 for plumbing and \$700 for electrical)

Changes Due to Framing Issues \$5100 (originally didn't note hardwood and drywall fixes)

- 1.1 - Added demo \$500
- 1.2 - Added framing labor and lumber \$1250
- 1.3 - Removal of electrical in kitchen ceiling and added cost for inability to repurpose \$750
- 1.4 - Reworking of plumbing for framing issues \$750
- 1.5 - Removal of mechanical components for framing \$250
- 1.6 - Reconfiguring HVAC for upper bedroom \$350 (rerun vent/frame and drywall)
- 1.7 - Additional subfloor fixing for changes \$250
- 1.8 - Additional hardwood needed \$500
- 1.9 – Additional drywall \$500

2.0 - Electrical changes (noted in 3/12/13 meeting minutes) – \$2500

2.1- Furnace fix/service call - \$150

2.2- Additional millwork paint - \$2500

2.3- Fix hump in flooring for hardwood - \$200

2.4- Fireplace redo (framing and finish materials) – TBD (\$1700-\$2500)