

## Holiday News Letter

Facilities Management has completed the Summer/Winter building HVAC change over. The goal now is to maintain 68° in office spaces, and living quarters, and 66° F in meeting rooms, class rooms, and laboratories during the winter season from October through April.

All went smoothly due to all in the Controls and Engineering departments – thanks for a job well done. A number of up grades were accomplished to systems and controls this past year allowing for better control in comparison to past performance. We should see a reduced usage to our utility bills compared to last year. And if we continue to up grade the rest of our older systems we should see even more savings.

Celebration of the holiday season will bring turning back the temperatures in the buildings to the holiday scheduled set points. Please send your building or department operation schedule to [gtange@creighton.edu](mailto:gtange@creighton.edu) but only if you your department or building will be closed over the holiday break.

If you do come in over the holiday please dress accordingly.

### *Holiday and/or Winter Tips:*

- 'Tis the season for candles, please be careful with these. Don't leave your room or house without putting them out first. Keep small children away from them.
- The cold winter weather is here to stay at least until mid March, so dress accordingly. Dress in layers to conserve body heat, wear the proper shoes or boots for better traction on slippery areas.
- Keep a winter emergency kit in your vehicle in case you have problems. These can be purchased from many stores or build one yourself. All you need is a little imagination. Things to consider: a warm blanket, some energy bars, water, a candle, matches/lighter, flashlight, spare batteries, first aid kit, even a spare cell phone battery, a shovel, some fluorescent marking tape to tie on to your car antenna to signal you need help, some quart sized baggies and some writing paper and a pencil.

*Happy Holidays and New Year from the Energy Awareness Committee*