



50 Acts of Service

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| Service Project Title | Lake Metropolitan Housing Authority: Staff Dining Room “Facelift” |
| Date(s) | Friday October 20, 2017 |
| Brief Description | Painting of small staff dining room in administration building. |
| Number of people needed | 3-4 |
| Full Description | <p>Painting of walls of an approximate 12x12 staff dining room. The room will be clear of things we can remove, but a refrigerator will need to be pulled out to get behind. All paint supplies will be provided.</p> <p>As with many places, the Lake MHA team works really hard dealing with the public and our population in general, so it would be one of those small things that would be appreciated in a big way.</p> |
| Location | 189 First Street, Painesville, OH 44077 |
| Resources Required | Paint, brushes, tape, drop cloths |
| Date and Time | Friday October 20, 2017 9:00 am until completed |
| Important Information | Friday was selected, as the admin offices are closed on Fridays. |
| Contact Person | Mary Brown, mbrown@lakelandcc.edu 525.7824 |
| Web resources | Website www.lakehousing.org |

So long as employees have their supervisors' approval, then reasonable amounts of time away from the regular work assignment to assist with limited, non-recurring, episodic college sponsored service projects does not have to be claimed as benefit time. Employees are encouraged to consider how they might, with supervisory approval, flex their work schedule to accommodate the volunteer activity.