



FOREST HILLS COOPERATIVE

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Phone: 734-971-9270
Email: fhc@Foresthillscoop.org
Website: Foresthillscoop.org

November 6, 2020

FALL PREPARATION

This is the time of year to get your home ready for Winter. Please make sure your home is prepared for the cold.

- ◆ Disconnect your water hoses from the building.
- ◆ Close basement windows - to avoid frozen, broken pipes and a potentially large repair bill make sure your windows are tightly closed.
- ◆ Insert storm door glass panel - Remove the screen in your front storm door and install your glass storm door panel (three bedrooms include the rear storm door also).
- ◆ Clean up front and back yards & garden area - Remove overgrown vegetation, expired plants, and any other materials used in your garden. Bring empty flower pots inside or properly cover them.

Tree Trimming and Building Clearance

We have contracted with PPM Tree Service to trim the trees away from all buildings, remove dead trees and branches throughout the Cooperative starting Tuesday, November 10th weather permitting.

Please keep children and pets away from the contractors while they are working.

“Filters are easy to replace!”

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By now, you should have received your new filter with instructions.

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It is important that you replace your filter immediately.

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Please see attached instructions in this newsletter.



Forest Hills Monthly Calendar

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|----------|-----------|------------------------------------|
| November | 10 | Tree Trimming (weather permitting) |
| November | 11 | Veteran’s Day |
| November | 17 | FHC Board Meeting 7 pm (Via Zoom) |
| November | 26 | Thanksgiving-Office Closed |
| November | 27 | Holiday Office-Closed |

HAPPY
THANKSGIVING!





Furnace Filter Replacement

It's time to change your furnace filter (Yes, again!)

Office Phone: (734) 971-9270

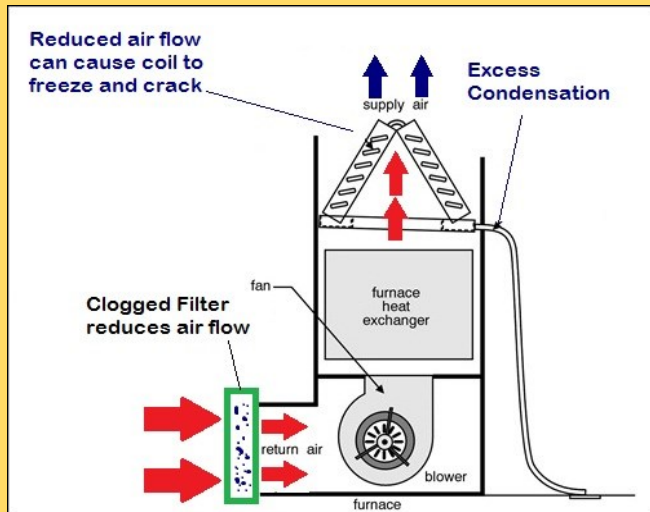
Website: Foresthillscoop.org

“Filters are easy to replace!”

REPLACEMENT INSTRUCTIONS:

- ❄️ If you are looking at a furnace filter, find the arrow that indicates the proper air flow direction.
- ❄️ That arrow must always face toward the furnace and away from the return duct that carries the air in need of heating or cooling.
- ❄️ If you notice the old filter is damaged or bent out of shape (concave), please call the office.

If your furnace fails due to lack of air flow, members will be responsible for a costly repair bill of \$200-\$2,300.



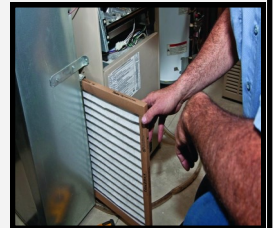
Members,

10/26/20

In an effort to keep you (& us) safe during this pandemic, we are asking each member to replace the filter on your own. It really is very quick and easy to do. A short video is available on our website at foresthillscoop.org.

Please contact us if you need help, have questions about the process or are unable to replace the filter. ***We are here to help you.***

If the filter is not changed or the cold air return is blocked in your home, your furnace will fail. If this should happen, the cost of the repair will be charged to you (\$200-\$2,300). How do we know? The furnace codes tells us what has failed and why.



HEALTHY FILTER!

Replacing your FILTER is important to keep your furnace HEALTHY & you too!

UNHEALTHY FILTER!

