

**St. Patrick Building and Grounds Meeting**  
**September 10, 2020**

Opening Prayer- Dean Markwardt

Roll Call- Dean Markwardt, Dick Nelson, Judy Nelson, Sue Basye, Mary Quinlin

Budget and Financial information- Mary reviewed the Building and Grounds Budget information and explained each entry.

Updates on Completed items-

Eight fire extinguishers were checked and the location of each was noted.

The insurance inspection was reviewed. A list of six items needed to be corrected.

1. Carpet edge is fraying in the parish hall where it meets the kitchen floor. The carpet will be glued down. (Dick Nelson)
2. The parish secretary will set up a monthly log of smoke detector testing. (Donna Speedy)
3. The parish secretary will compile a list of utility shutoff locations to share with all staff. (Donna Speedy)
4. A thorough check of the AED will be done by 7-31-20, with the parish secretary setting up a log to check it monthly and replace the pads and batteries as they reach their expiration dates.
5. An inventory of furnishings and equipment will be developed.

The sacristy storage room has been cleaned out. The Hispanic Ministry section in the upstairs storage room has been cleaned and organized. The parking lot garden has been cut down.

Projects and Priorities-

Short term goals

The garbage can enclosure will be built before winter. Mary will submit an insurance claim and an estimate of building materials to D&L sanitation for payment. Dean and Dick will build the enclosure.

House keeping- All committees will be asked to consolidate their things. The Knights will have their storage upstairs on the north shelving. The custodian will use the shelving in the food pantry room. Faith formation committee will be asked to organized classroom, pick up items off the floor and clean storage room in the RE hall. AA group will be asked to put their items away following their meetings.

Knights have been asked to remove the 2nd trailer and the items around it by October 1st.

The grounds around the parish needs to be cleaned up. The committee will do trimming and pull the weeds this Fall. In the Spring, a parish clean up will be organized.

A gardener is needed for the parking lot flower beds. An announcement will be in the bulletin. If no one is interested, flowers will be removed and a rock garden will fill the area.

The snow removal and mowing contract was reviewed.

The water softener is leaking at the rectory. Mary will call Morts for repairs.

The rectory roof is leaking. Ron's roofing reshingled the roof in 2018. Mary will check on this.

Long term goals-

Estimates for outside painting the trim on the North and South. Judy will get estimates.

Storage shed (outside)

Broken blinds in the parish hall

Ceiling repair in the Church and upstairs storage room.

Closing prayer-Judy Nelson

Next meeting-October 8th, 1:30pm