

Minutes  
St. Mary Building & Grounds

St. Mary Building & Grounds committee met on Tuesday, September 12, 2017. Present: Jim Roling, Pat Fuchs, Paul Lawler, Larry Kadolph and Denny Stickney. Minutes of the July 11 and August 1 meetings were approved by consensus.

Pat followed up on an action item, the lease agreement for the railroad property north of the church. The lease agreement expired in 2015. Larry advised the group that Grace had called the City and had made all the arrangements necessary to extend the agreement for three years. It requires Father Tony's signature. A notary from the City will bring it to St. Mary for Father's signature when he is on site.

Jim reported that the dead bushes on the north side, east end, of the church have been removed by Denny, Jim and Ron Neuerberg. Discussion ensued about what to put in place of them. Denny suggested planters. Item will be discussed at the next meeting.

Follow-up on Risk Management Assessment: The Federal Pacific Electrical Panel has been replaced. Warning clearance signs have been placed near two of the electrical boxes. There are two more panels in the closet in the Parish Center and one in the vesting room than need signs. Jim suggested the signs be added to the front of the panels instead of on the wall beside them. Pat will follow up. There was discussion as to whether the Liturgy Committee may want to move some/all of their items to the first room on the east side of the basement. Sister Connie will be contacted to see if that would fit in with RE plans before deciding anything.

Follow-up on sidewalks: The contractor contacted has not gotten back to Jim. He contacted another contractor who will submit a bid on replacing two sections of sidewalk and filling in gaps in other areas. There are two areas on the curb that need replacement, to be included in the bid.

Follow-up on folding chairs/tables in the basement. Paul moved a chair cart to the basement and placed the chairs on it. There are four tables left. Two have been marked to be discarded. Denny will recruit help at Mass on Saturday to carry them out to the dumpster. The other two will be set up and remain set up in the basement.

Denny updated the group on the sheetrock project in the basement. His estimate is \$100. He will donate the joint compound and tape. He will decide a date and get a request in the bulletin for help.

Seton Circle will decide soon on their plan to replace the wallpaper on the north wall of the north foyer.

The 2016 Project list was updated. No new projects were added. See Notes section on the table below for updates. An x is placed in the Completed section to indicate project completed.

Project	Completed	Notes
*Retro-fit or install new doors in classrooms with view window-\$500 (Shirley Daleske to contact volunteer parishioner/contractor)-job to be done as soon as possible or at least before fall Religious Education classes begin)	x	Completed except for painting the frames. They have been primed. Denny will complete.

*Pews – repair/sand and refinish - \$1,500 (Larry Kadolph to contact Bob Walther for repair work)	x	Completed except for one pew that needs a heavy duty staple gun to finish.
*Pews – repair kneelers - \$200 (Larry Kadolph for repair work, if needed.)	x	Completed except for a couple that still need repair.
*Pews – upholstery repair - \$200 (Larry Kadolph to contact someone for repair work.)	x	
*Replace flooring in hallway to office - \$750 (Shirley Daleske to contact volunteer parishioner/contractor)		Removed from current plan.
*Insure parish center fans are reversible or replace - \$1,000 (Larry Kadolph to contact a contractor)		Removed from current plan.
*Install window wells at parish house –\$1,000 (Shirley Daleske to contact volunteer parishioner/contractor)		Removed from current plan unless the property is put up for sale.
*Repair Office information sign – Joh Ruble to repair w/o cost	x	
*Repair door to bathroom in Sister Connie’s office \$200 (Dennis Stickney to contact volunteer parishioner/contractor)		Removed from current plan.
*Repair/replace tile in KC room – (Larry Kadolph to take care of.)	x	
+Repair all sidewalks cracked or uneven – currently done but is always an ongoing project		Remain on list. Ongoing.
+Furnaces/boiler replacement plan – ongoing project; however yearly maintenance agreement in place		Larry will get quotes on replacement of aging air conditioner units and an energy efficient boiler for the finance committee to consider for long term planning.
+Closing of east entry doors to office and office hallway (study/plan stage for energy efficiency) +Replace and upgrade all exterior windowed doors - \$25,000 (long term project)		Closing of east entry doors to office removed from current plan. No replacement of other doors needed at this time but doors will be maintained/adjusted.
+Install pre-entry enclosure to north main entrance - \$40,000 (long term project)		Remain on list.

+Replace windows in Office - upgrade to energy efficient - \$20,000 (long term project)		Remain on list. Difficult to get minimum number of bids.
+Electrical rewire in Office - \$30,000 (long term project)		Remain on list in case there are developing issues.
+Insulation in Office attic - \$3,000 (long term project)	x	
+Recarpet church and chapel - \$40,000 (long term project)		Remain on list in case there are developing issues.
+Repair cracked tile in north foyer - \$3,000 (more planning & study before bidding)		Remain on list in case there are developing issues.

Larry reported fire extinguishers will be inspected soon.

Pat took an action item to secure bids for shampooing carpets in the office building and spot cleaning in the church and chapel.

Jim reported he had cleaned up the lighted sign in front of the church. There is no immediate need to replace parts.

Jim added an item to the agenda, placing rock around the Mary statue at the south entrance. It was decided due to upkeep issues that rock would be better than plants. Denny will check on white rock and include installation with the sheetrock project.

Next meeting will be Tuesday, November 14, 7:00 pm.