

ST. ANDREW'S BUILDINGS & GROUNDS/FINANCE MEETING

October 11, 2016

Location: St. Theresa's school hall

Present: Jim Bauer, Judy Bauer, Ray Collien, John Oechsner, Judy Rose, Roseann Schraufnagel, Sue Weinberger

Absent: Debbie Krapfl

Finances

- 1) Finances as of September 30, 2016 were reviewed.

Follow-up from Previous Meetings

- 1) Pending: Nitschke family memorial for Joan: The bench and the monument concrete slab are completed but still waiting on the monument.
- 2) Pending: Church roof & missing shingles: The lift from R&H Equipment was not large enough so Tighe Roofing will rent a tall enough one and St. Andrew's will cover the cost. The missing shingles will be replaced as weather permits.
- 3) Pending - Judy R. will follow-up with the church cleaning team to see how things are going and the reason costs were up significantly in September.
- 4) Pending - Fr. Tom will have the office staff send out letters for all three parishes to parishioners to update their contact information.
- 5) Pending - Church entry rugs: Aramark will provide an estimate when we supply them with our requirements for frequency of changing the rugs. Ray will also price the cost if we purchased rugs and had them cleaned as needed.
- 6) Pending - Encore is in the process of repairing the light on the west pillar in church.
- 7) Completed - The rubber strips tacking the carpet down under the entrance doors was eaten away by the salt used in winter.
- 8) Completed - Robert Laubenstein will again do the snow removal for the upcoming winter.
- 9) Completed - Southwest Salvage of Lomira removed the old wooden tables and chairs and an unused organ.
- 10) Pending - Sure Fire will replace the relief valve in the center unit of the church boiler. They will look at the school boiler to see if we can use a sealant to repair it for the short term. If possible to repair, the state would need to return and do an inspection.

New Business

- 1) Debbie has offered to research the cost of internet for the rectory.
- 2) We discussed having the annual meeting on the second Sunday in November. (Update: due to the questions arising regarding the "Building Our Future" campaign, the meeting has been moved to November 6th with the majority of the meeting addressing questions and concerns. Debbie and Ray will make sure the necessary information is available for the meeting and Sue will put an announcement in the bulletin for two weeks prior to the date so all parishioners are informed.

Upcoming Projects:

- ✓ Windows in church - review in Spring for rain damage and possible re-plastering.

School Update:

- Sal Okon completed the land survey and has forwarded it to the architect. Invoice is pending.
- The architect is working to add state specifications to the design.
- A small corner of the kitchen will be designated as a "janitor's closet" with a drain for cleaning.
- Jerry Hinke from Environmental Management & Testing Services LLC reviewed the building on Tuesday, October 4 and will follow-up with a report regarding where asbestos was found in the building.

Next steps:

- Thomas Design will include state specifications.
- Review the updated design at another meeting.
- Submit design for bids.
- Interview construction firms.
- Present Forms B & C to Archdiocese Building Commission Thursday, December 1st

Attachment A: "Building Our Future" - Findings: this insert was included with the weekly bulletin on Sunday, October 16, 2016.

Minutes by: Sue Weinberger

next meeting – Tuesday - November 8th - St. Andrew's school hall