

## ST. ANDREW'S BUILDINGS & GROUNDS/FINANCE MEETING

November 14, 2017

Location: St. Mary's Church

**Present:** Jim Bauer, Judy Bauer, Fr. Tom Biersack, Ray Collien, Greg Hartwig, Steve Nadolski, John Oechsner, Roseann Schraufnagel, Sue Weinberger

**Absent:** Terry Bauer, Debbie Krapfl, Judy Rose

### Finances

- Finances as of October 31, 2017 were reviewed.
- The annual meeting is set for December 10, 2017. Terry and Debbie will work on the agenda and the financial packet.

### Follow-up from Previous Meetings

- 1) Completed: the weather stripping on the church's main door was completed.
- 2) Pending: Internet service to rectory and parish hall: need to decide what type of service we will need in the parish hall.
- 3) Pending – The ground on the south side of the building should be leveled off by the end of November. (reseeding in Spring)
- 4) Completed – The cornerstone was opened on Saturday, October 28th. Greg took pictures and will forward to Daniel Hoffman. (see the addendum to the October 10<sup>th</sup> minutes for details of the contents.)
- 5) Completed – snow removal for the upcoming year is taken care of.

### New:

- 1) New cornerstone options were discussed. (incorporate into the landscaping along with Blessed Virgin statute)
- 2) Facility use contract – Debbie emailed a rough draft to the committee. There are some minor changes needed along with determining who will be in charge of renting the hall along with obtaining signatures on the contracts.
- 3) We are looking for individual(s) to clean the church since a couple of the individuals are no longer able to do it.
- 4) Fr. Tom is working with the Archdiocese to set the "rededication" date for the parish hall.
- 5) Service Master will be contacted regarding cleaning the building after construction is complete.

### Upcoming Projects-Spring:

- ✓ Church roof - replace missing shingles (2018 project)
- ✓ Church windows – need to be looked at due to rain leakage.
- ✓ Casing for outside church lights by the bell tower entrance need repairs.
- ✓ Transplanted trees to the south of the building may need straightening.

### Parish Hall Update – Tentative completion – end of November.

- The appliances will be delivered and set up once the flooring is complete.
- Garbage containers will be purchased upon building completion.
- Painter was scheduled to begin on Monday, October 9<sup>th</sup>. (Painting is complete with some touch up work to be done.)
- Chair & table carts will be ordered when flooring is complete.

- A cabinet 21x42 has been ordered for the kitchen area.
- Need to have the electricians install outlet under the inside of the island cabinets.....code will not allow us to have them on the top where we had them in the school kitchen. (in progress along with more outlets)
- Wall sconces for the walls in the main hall have been ordered from Menard's.
- Metal shelving for storage room to be used for storing roasters, etc. Will order two units with the dimensions; 72x24x54.

Minutes by: Sue Weinberger

**Next meeting** – Next committee meeting night is **Tuesday, January 9, 2018 at St. Mary's church at 6:30 pm.**