

ST. ANDREW'S BUILDINGS & GROUNDS/FINANCE MEETING

January 9, 2018

Location: St. Mary's Church

Present: Jim Bauer, Judy Bauer, Terry Bauer, Fr. Tom Biersack, Ray Collien, Greg Hartwig, Debbie Krapfl, John Oechsner, Judy Rose, Roseann Schraufnagel

Absent: Steve Nadolski, Sue Weinberger

Finances

- Finances as of December 31, 2017 were reviewed.

Follow-up from Previous Meetings

- 1) Pending: Internet service to rectory and parish hall: Discussed briefly with Fr. Tom and need to confirm if we will add internet service to the rectory via his current Dish service or if we will do this via Packerland. Debbie did initially scope Packerland and there would be an approximate \$100.00 initial fee to provide the service, but need to confirm monthly service fee.
- 2) Completed: The ground on the south side of the building should be leveled off by the end of November. (reseeding in Spring)
- 3) Pending: New cornerstone options were discussed. Tabled for further discussion in Spring.
- 4) Pending: Facility Use contract - Debbie emailed a rough draft to the committee. Reviewed the Facility Use contract and made some updates. Debbie is going to update the document and will send out to the committee again. Greg Hartwig, Judy Bauer, Terry Bauer and John Oechsner decided they will team up to be our "Hall Rental" committee. Greg and Debbie are working together to address a calendar that can be accessed by this team and updated as needed. Need to have updated contract and calendar placed on parish website. May involve LPI for calendar needs – specifically to see if we can have a "view only" on our website – but the same updated as needed by the Hall Committee

It was confirmed that a non-profit (i.e. LeRoy Athletic Club) would be able to utilize the hall free of charge. We are not going to advertise that we allow usage by non-profits without charge, but any inquiry by future groups of this type will be addressed in the same manner.

It was also decided that we will not offer set-up/take-down of tables, chairs, cleaning of the hall etc. as part of our agreement or charges – but these services could be offered at an additional charge at the discretion of the Hall Committee, provided they are able to confirm a team willing to do the work.

All other updates for the St. Andrew Hall Facility Usage will be addressed on the document itself.

- 5) Completed: Judy Rose confirmed that Dorothy Batzler is going to take on cleaning the church herself until a time when she feels it is becoming too difficult for her.
- 6) Pending: Fr. Tom has confirmed rededication of the hall will take place on Sunday, 4/8/18. At our next meeting – committee will discuss further plans accordingly. Consider LeRoy Meats to cater a breakfast immediately following ceremony with the addition of Bloody Marys or Mimosas to "upgrade" the celebration a bit. Invitations will not be sent out like we did with the original commitment meetings, but a "Save the Date" will be run in the bulletin starting mid/end February – followed by a bulletin insert that will have more detailed information and RSVP requirements. No charge to St. Andrew members, but consider a small charge for anyone else that would like to attend this celebration?

- 7) Completed: Service Master will be contacted regarding cleaning the building after construction is complete

New:

- 1) Judy Rose commented that there was a bat inside the church near one of the front entrances. Jim Bauer will follow up.
- 2) John is addressing the issues with heat and lighting in the church that were identified on 1/7. Update: The heating was addressed/fixd as it was identified that there was a loose/displaced wire with one of the pumps. In regard to the lighting; Bruce Muche was able to be in the church and contacted the team responsible for our electrical services and tested various scenarios. It was identified that there is a singular panel within our electrical service that will need to be replaced. Charge needs to be verified but it will be a lot less than the initial \$35,000 we were quoted if we needed to replace the entire service. While testing, it was also identified that there needed to be a barrier placed between the wall and service box in Fr. Tom's sacristy. The charge for this will be included with the replacement of the failing panel.
- 3) Lynette Bauer commented that the bathroom doors are difficult to open by anyone handicapped. She specifically had to assist one woman with a cane trying to get into the women's bathroom and had difficulty pushing the door. Debbie told her she would bring it up to the committee.

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.
- ✓ Cleaning of rectory windows

Parish Hall Update – Completed

- Capelle's change order #4 was discussed and clarified. The majority of this charge is due to exceeding the allowance for cabinetry which was an oversight of the fact that our \$25,000 allowance was meant to include materials and labor/installation.
- Debbie still has two flags that belong in the hall (American and Catholic flags) which were taken out and cleaned prior to demolition. The original flag poles were not kept and we need to purchase new ones.
- Discussed the need to have containers for smokers outside all three doors. Maybe buckets with sand?
- Discussed the "wish list" and the need to keep it updated. Suggestions were made to put it on the website but updating could be an issue. We would make this list available to anyone inquiring. We discussed that the wish list should include a projector, screen and possible small laptop that can be made available to display videos whenever requested (i.e. weddings). Christian Formation has these items available now but we should acquire our own.

Minutes by: Debbie Krapfl

Next meeting – Next committee meeting night is **Tuesday, February 13th at St. Theresa's school at 6:30 pm. Note: we are in charge of the prayer.**