

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

April 10, 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, Steve Nadolski

**Absent:** Sue Weinberger

### Finances

- Finances for March 2018 were reviewed.

### Follow-up from Previous Meetings

- 1) Completed: Facility Use contract: We noted that any group renting it and bringing in food, will need to pay the fee for "Hall & Kitchen". Final contract will be posted on the website. John reported that the cost of changing the door knobs for the kitchen to ones that can be locked will be approx. \$750.00, and for this reason the committee decided to update the contract and have one charge for rental to include both kitchen/hall - \$150.00 Parishioner/\$200.00 non-parishioner. Debbie will update the documentation.
- 2) Pending: Bathroom doors in parish hall; will look at adjusting the tension to make them easier to open. Will be addressed with Don Diedrich when he comes in next.
- 3) Pending: Lights in church: will order LED lights for church (dimmable capability). John has the lights ordered and when he has them, he will organize getting the bulbs switched out with Greg Krapfl and Gerry Weinberger.
- 4) Completed: Flag poles have been purchased but need assembly. It was also decided that there really isn't a need to have an outdoor flag/flagpole.
- 5) Completed: vacuum cleaners in church – two new ones were purchased and the Simplicity is burned out. We will swap out one from the hall for church use.

### New:

- 1) Main pump on the heating unit in the church went out. John had Sure-Fire correct this.
- 2) Jim brought up the east side of the cemetery and new tiling that is needed. He talked to Dale Hoffman, who stated that the fencing along that side can come down as it isn't necessary. Jim is going to ask Stan Waas for a quote to complete this job.
- 3) Bell tower door in church won't open/close correctly and John is addressing this.

### Parish Hall – To Do List

- Completed: Receptacles for smokers outside the building. Were purchased through Uline.
- Wish list – keep updating as needed. Need to confirm who is maintaining. Greg H. thought it was Vickie H. and Sue W. Should list be reviewed at monthly meetings?
- Window coverings – Terry presented some options. Committee members will view samples at Twohigs so we can come to a consensus at the April meeting of the type of blinds we prefer. Terry got some options from Netti B's and did some further investigation and it was suggested that we look at Solar Shades (Graeber Blinds). These come in a variety of colors, fabric and vinyl, and will also provide the hall with sun protection such that it will help keep the hall cooler in summer. The committee agreed that these blinds are a valid option. Terry confirmed with Jim Knaus' contractor that they can provide these blinds and is coordinating some time for them to come and review with the committee. Jim Knaus was updated and is happy a decision

was made and that his team can complete this job. Terry will keep the team updated on dates to come to the hall to make final decisions.

- Cleaning of the hall – continue to monitor after events. The committee did look at and discussed the purchase of a floor cleaner which can be used in the hall a couple of times a year to thoroughly clean/buff the floor. The committee thought this was a good idea and we should proceed. Greg H. checking into valid options.
- Greg will get quotes on the feasibility of a dumpster as the usage of the hall increases – A two yard dumpster would hold ten to twelve bags of garbage. Cost of \$7/month for lock plus \$20 when they are called to dump it. This was agreeable to the committee. Greg brought the agreement document to the meeting for signatures and will get this returned and we will proceed with getting the dumpster. Greg also stated that the wheels on the dumpster will have locks too, so we don't need to worry about chaining it in place otherwise.
- Carpets by the doors are sliding so need some type of backing to adhere to the floor. John is looking into this.
- Redwood fence around the furnace to make it more eye-appealing. We aren't going with redwood and John is pursuing through Luedtke Lumber to provide options/quotes.
- Corner guards need to be installed & pictures hung prior to April 8<sup>th</sup> dedication. We have the guards but they need to be installed.
- Capelle is addressing:
  - Key issues - completed
  - Rattle in water line - pending
  - Lights in bathroom (electrician handling) - pending

#### **Additional Hall Discussions:**

- Microphone continues to have issues. John is addressing with Luedtke Electric.
- Judy brought up the drawers in the kitchen and possibly labeling them to make it easier to find things. John would prefer no labels be put on drawers, but how do we make better sense of the cupboards to everyone? We need some better organization between the drawers and other storage areas.
- Are we going to consider any signage for the hall? The committee thought that if we do it would be best done as a sign and not letters on the building. Can Dan Gassner make something for us?
- TVs: We now have two 65-inch televisions available but how do we best use them. There is no TV service available in the hall (voted down by committee at a past meeting) and TVs can only be used as a display model via laptop (which has to have available components) or a desktop PC with wireless keyboard to operate. We are going to hold off mounting these televisions until a firm plan is made for them. Judy thought she could have Tony Weinberger take a look and make a suggestion. Do we want two 65-inch TVs? Can they be used simultaneously? Need further investigation on use before proceeding with mounting them.
- John provided Greg with one additional key for the hall and is also providing one to Ron Rose.
- John asked Capelle for a quote on a door closer for the storage room door so we can stop it from hitting the coat rack when open. \$468 – and committee agreed we need to have this done.
- Landscaping: Rose will see about getting us an updated proposal for the landscaping noting that the north side of the hall needs to change due to the heating unit/proposed fencing and the committee also felt the original proposal was too busy and needed to be adjusted a bit. We are requesting low maintenance, slow growing options.

Upcoming Projects-Spring:

- ✓ Church roof - replace missing shingles (2018 project)
- ✓ Church windows – need to be looked at due to rain leakage. John is contacting Omni Glass and Conrad Schmidt
- ✓ Outside church lights – need to look into unbreakable options. John is going to research available options through Omni Glass or other vendor.
- ✓ Transplanted trees to the south of the building may need straightening. Monitor. They look okay at this time.
- ✓ Cleaning of rectory windows. John is going to contact Cisco Oechsner.
- ✓ Reseeding of lawn around building. This will be completed as part of the landscaping project and is included in their quote.
- ✓ Cornerstone options. West side of the building on the south end. We have additional brick available for both this platform and the one for the statue on the north side. John will work with Capelle to get the brick and also will organize getting the concrete platform formed and completed.

Minutes by: Debbie Krapfl

**Next meeting** –Next committee meeting night is **Tuesday, May 8th at St. Theresa's school hall at 6:30 pm.**