

ST. ANDREW'S BUILDINGS & GROUNDS/FINANCE MEETING

February 16, 2010

Present: Jim Bauer, Ray Collien, Jim Falevsky, Ken Kunstmann, Joan Nitschke, John Oechsner, Judy Rose, Sue Weinberger

Absent: Roseann Schraufnagel, Gerry Weinberger

Finances

- Financial status of parish from the Balance Sheet as of January 31, 2010 was reviewed

Follow-up from Previous Meetings

- 1) Pending – The entry door on the east side of the school hall needs weather stripping. The materials are ready and Ken will finish the project. He will also do the door on the west side of the building.
- 2) Pending – The new ramp door was installed but it needs to be removed and replaced with one that is heavy duty and industrial strength. The payment for the door was made and they will hold until we are ready to install it.
- 3) Pending – Repair of church steps (look at in spring). John will talk to Interstate Sawing out of West Bend to see if they can cut off the top step and re-pour that portion.
- 4) Pending - The rectory basement windows are in poor shape and will need to have some repairs done (spring project). There are ten windows that would need to be replaced and we will go with the vinyl windows.
- 5) Pending – Chairs in hall with missing brackets – Jim is working with Bachhuber manufacturing to get the needed piping to make the repairs. Approximate cost is \$60.
- 6) Pending – The cracked pew was located and will be repaired. John will look at the pews with Ken to determine the best method to repair them.
- 7) Pending – Bathroom repairs update: Joan got a group together and the painting was completed. John said the women's bathroom should be completed this week and then he will start on the men's bathroom. We will look at getting a bigger mirror or another one for the women's bathroom.
- 8) Completed – An announcement will be put in the bulletin to remind people about shutting the doors tightly now that winter is approaching. Update: the doors have still been found open.
- 9) Pending - The sidewalk by the sacristy needs some repair. We will talk to Pat Wiesner from St. Mary's to see who they had do the work by the school in Mayville.
- 10) Pending - Mary Hoffmann wanted to know if the Liturgy committee could store some of the church "supplies" in the school. We will include the church with the spring clean-up and then decide if we need the extra storage. Joan suggested using the supply closet in the teacher's room in the school as storage.
- 11) Pending - Ken mentioned that the portraits in the sanctuary are coming loose from the wall. He will take pictures of the portraits to send to Gunnar at Conrad Schmitt.
- 12) Pending - Ken will check on the door locks on the church. The timers seem to be off.
- 13) Pending - Snow removal needs to be done before funerals so that the families are not shoveling snow before the service. We do not have a permanent solution to the problem at this time.
- 14) Pending - At the last funeral there were some tables found with bad legs. Ken removed the tables to the barroom with a sign stating they are not to be used. There was discussion about whether we want to replace the legs on the tables.
- 15) Pending - Roseann will put some kitchen guidelines together for individuals using the school. There are some guidelines already posted in the kitchen that she will review and make additions and deletions to for the new policy.
- 16) Pending - Ken reported that the boiler pump was not working and the condenser froze up. This continues to be an issue. We have stopped using anti freeze and Ken will see if this could be contributing to the problem. J&H did mention that the fans can be shut off since the school is not in use. Ken will continue to monitor and have J&H come in and give a report on the condition of the boiler and how to best maintain it.
- 17) Completed - Joan mentioned that we need to check the support beams in the church basement for dry rot. The beams are under the chancel (shrine) area. Ken checked and there is not any dry rot.

New Business

- 1) We reviewed the proposal from Holton Bros for the work on the church in the amount of \$70,000. John mentioned that the louvers were not the originals but had been replaced sometime in the late 60s or early 70s. We agreed to have Holton Bros do the work in the spring. We want to make sure that they will repair any damage that is done to the lawn. (Sue checking) Fr. Tom will have the contract signed and get the proxy from the Archdiocese.
- 2) Joan reported that there is a vacuum cleaner in church that is not working. Parishioners can notify a Building & Grounds committee member when they find something not working.
- 3) FYI for future reference: John noted that there is not enough room in the bathrooms to make them handicap accessible. In the future if we were forced to have a handicap accessible bathroom, it may be an option to put it in the far corner of the barroom.

Follow Up Items

- The center light in the school hall has a broken ballast. We will repair when there is additional work that needs to be completed.
- Our side of the hamburger shack needs to be cleaned out. We will determine a date at a later meeting.
- **Pending Projects**
 - Willie checked with the "bat" company and there can be nothing done until spring.
 - We will put some decorative stone around the perimeter of the statue in front of church to keep the lawn mowers a safer distance away from the light. (Ken is working on.)
 - Pending - We will hire someone in the spring to clean the windows in the rectory.

Minutes by: Sue Weinberger

next meeting – Tuesday, March 9, 2010 at St. Mary's church.

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