

ST. ANDREW'S BUILDINGS & GROUNDS/FINANCE MEETING

March 9, 2010

Present: Jim Bauer, Jim Falevsky, Ken Kunstmann, Joan Nitschke, John Oechsner, Judy Rose, Roseann Schraufnagel, Gerry Weinberger Sue Weinberger

Absent: Ray Collien

Finances

- Financial status of parish from the Balance Sheet as of February 28, 2010 was reviewed.
- On the year to year comparison it was noted that building maintenance was up \$6,400 and property/liability insurance was up \$4,979. Sue will check with Rose for details.

Follow-up from Previous Meetings

- 1) Pending – The entry door on the east side of the school hall needs weather stripping. Ken and John will work on completing the project.
- 2) Pending –The new ramp door is heavy duty and industrial strength. The payment for the door was made and Luedtke will hold until we are ready to install it.
- 3) Pending – Repair of church steps. John got a quote from Interstate Sawing in the amount of \$1,920 per stairway. It would take two days to complete. Steve Christian quoted \$900 for the pouring of the steps but quoted that for one day. Since it will need to be two days, we are assuming the quote would be closer to \$1,800. John will check with Kintzler in Oak Center regarding new railings. This project will probably be done in May or June.
- 4) Pending - Rectory basement windows – We decided to go with Anderson windows from Luedtke at a cost of \$100 per window (not installed). These are stronger and warmer windows and Luedtke is giving us a good price. John will install them for free if he can get enough help from parishioners.
- 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. Jim is working on tightening loose bolts on the kneelers.
- 7) Pending – Bathroom repairs update: The bathrooms are complete and look great. We will get two additional mirrors for the women's bathroom at a cost of \$65 for each mirror.
- 8) Pending – The main door of the church needs a new closure at a cost of \$350. This takes care of one side of the door. The other side needs work and John and Gerry will look at the latch.
- 9) Pending - The sidewalk by the sacristy needs some repair. We will have this done at the same time as the church steps.
- 10) Pending – We will clean out unused items in church during spring cleanup and then determine how much extra storage is needed and where the items should be kept.
- 11) Pending - Ken mentioned that the portraits in the sanctuary are coming loose from the wall. The pictures (taken by Dave Hoffman) were sent to Gunnar at Conrad Schmitt this week.
- 12) Pending - Door locks on the church: With daylight savings time this week, Ken will check with Leonard to update the timers.
- 13) Completed – We need to have a solution for snow removal before winter.
- 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. We will repair three of the tables with new legs at a cost of \$20 per table from Luedtke Lumber.
- 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. It was suggested that a copy be given to anyone that rents the hall.
- 16) Pending - Ken continues to work with J&H on the boilers.
- 17) Pending – Holton Bros contract – Roseann said the contract and proxy were signed this week. Sue spoke with Mark at Holton Bros and they will repair the damage that is done to the lawn when they are working.
- 18) Pending – The March cleaning committee could not get the vacuums to work but after speaking to Ken and Leonard Schraufnagel, it appears they are working. Gerry will follow-up to determine if they need to have a yearly maintenance check by Cutter Vac. The vacuums were purchased in October 2007.

New Business

- 1) It was noted that the ramp railing needs painting.
- 2) The water bubbler in the school was running. John turned the water off and Ken has a maintenance call into Masterpiece Plumbing for both the bubbler and the toilet in the teacher's lounge.
- 3) It was noted that the floors were not clean after the Mission breakfast. Sue will follow up.
- 4) We discussed items still located in the cloak room. The freezer is needed occasionally. Roseann will take the bike. There is a plaque noting who paid for the window restoration from years ago. It will be hung on the north wall in the school hall where there are other plaques.
- 5) Spring cleanup is tentatively set for April 17th.

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, April 13, 2010 at St. Andrew's school hall.

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