

ST. ANDREW'S BUILDINGS & GROUNDS/FINANCE MEETING

April 13, 2010

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

Absent: Jim Bauer, Jim Falevsky, Gerry Weinberger

Finances

- Financial status of parish from the Balance Sheet as of March 31, 2010.

Follow-up from Previous Meetings

- 1) Pending – The entry door on the east side of the school hall needs weather stripping. John will buy the brush type sweep at \$14 per door and add them to any doors that need them.
- 2) Pending – The new ramp door is heavy duty and industrial strength. John will install this week if time allows otherwise it will be a few weeks.
- 3) Pending – Repair of church steps. After further discussion, we decided it may be better to completely redo the steps instead of the "band-aid" approach of just redoing the top. We could do one side this year and the other side the following year. John will gather the costs so we have a better idea of the final amount. We will discuss at our next meeting. (The sidewalk by the sacristy needs some repair. We will have this done at the same time as the church steps.)
- 4) Pending - Rectory basement windows – The windows are in and ready to be installed.
- 5) Pending – Chairs in hall with missing brackets – Jim needs to have the edges on the rods smoothed out and then they are ready to install.
- 6) Completed – Cracked pews in church have been addressed.
- 7) Pending – Bathroom repairs update: The bathrooms are complete and look great. The mirrors came in but were sold before we picked them up. Will order some new ones.
- 8) Pending – Church doors – John made some adjustments to the middle door so it can be latched. For the other door, a door closure with a continuous hinge would cost \$255. This would keep the door from sagging. We will go this route and see if it solves the problem.
- 9) 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. (Sue and Roseann will do on Saturday, April 17th)
- 10) 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. (Waiting to hear back from Conrad Schmitt)
- 11) Completed - Door locks on the church: With daylight savings time this week, Ken will check with Leonard to update the timers.
- 12) Pending - At the last funeral there were some tables found with bad legs. The legs are in (ordered five sets so we have two spare sets) and the tables can be repaired.
- 13) Completed - Roseann has posted the kitchen guidelines together for individuals using the school.
- 14) Completed - Ken continues to work with J&H on the boilers. They found some loose wires that they repaired. The compressor was down again in the last week.
- 15) Pending – Holton Bros contract – Fr. Tom had the trustees sign and will mail it on Wednesday, April 14th.
- 16) Pending – Vacuum cleaners - 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.
- 17) Pending – Judy Bauer will coordinate the rust removal from the ramp railing and then the painting.
- 18) Completed – The toilet in the teacher's lounge has been fixed and the lower bubbler has been shut off because it is not working.
- 19) Pending – Sue will contact Norma Lechner, chairperson of the funeral committee, to volunteer her services (with the help of Judy Rose) for mopping the floors after funerals.
- 20) Pending – The plaque for the window restoration contributors is currently in the teacher's lounge in storage. Some people would like to see it hung in church but we did not come to a consensus on whether or not to do that.

New Business

- 1) We welcomed Judy Bauer as our newest member.
- 2) Sue will contact Al Kohl to have the rectory windows washed.
- 3) Judy Bauer has noted that there is mold growing in the cupboards next to the cooler in the kitchen. She has emptied the cupboards and cleaned any dishes that were in them. We need to find out what is causing the mold.
- 4) The fire extinguishers need to be looked at in April. This is an automatic service that is done annually.
- 5) We would like to get rid of the refrigerator in the barroom. Dick Guse knows someone who picks them up and will let him know that we have one to be discarded.
- 6) Joan reported that she has scheduled Fox Den to begin mowing the lawns next week.
- 7) The area around the kitchen windows is deteriorating. John will follow-up on the repairs that will need to be done.

- 8) Roseann distributed a "Faith in Action" handout that we will discuss at our next meeting. Please review and come prepared to complete it as a committee.

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.

Minutes by: Sue Weinberger

next meeting – Tuesday, May 11, 2010 at St. Mary's church at 7:00 pm.