

ST. ANDREW'S BUILDINGS & GROUNDS/FINANCE MEETING

May 11, 2010

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

Absent: Judy Rose, Gerry Weinberger

Guest: Jim Thommae

Finances

- Financial status of parish from the Balance Sheet as of April 30, 2010.
- We have an account at Ace Hardware so when you are purchasing items make sure they charge St. Andrew's and not St. Mary's account.

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) Completed – The new ramp door is heavy duty and industrial strength. Door was installed.
- 3) Pending – Repair of church steps. Steve Christian quoted the following price to remove the steps and replace the concrete and railings. The earliest he would be able to start the work would be July 1st. We agreed that we would have Steve do the work. Each side will be done at different times so we do not have a weekend where only the ramp door is available. (This work will have to be coordinated without the outside church work.)
 - a. \$3,500 for each side plus \$1,250 for the railing for a total of \$4,750 per side.
 - b. For an additional \$400 he will repair the concrete slab by the church basement and repair the plaster in the kitchen in school
 - c. He did not look at the sidewalk leading into the sacristy so we do not have a price at this time.
- 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. Update: Jim has ½ the chairs repaired. Dan Gassner is assisting him.
- 6) 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.
- 7) Pending – Church doors – John did some further investigating into door closures. Hometown Glass quoted a price of \$699 for door closures and stoppers, and door "kick downs" for the doors in school. We will get the hardware and coordinate the timing of completing this with the church steps.
- 8) Completed – 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 on Saturday, April 17th)
- 9) 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. Conrad Schmitt submitted a bid to repair the portraits at a cost of \$4,800. (There are four portraits on linen.) Sue will check to see how long they guarantee the work and if they would be able to repair the plaster under the east window while they do the portraits. The committee agreed that we would like to have the repairs done. Also, Sue will contact Don Kilpatrick about testing the moisture level in the area under the window.
- 10) Completed - 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.
- 11) Pending – Holton Bros contract – Fr. Tom had the trustees sign and will mail it on Wednesday, April 14th. They received the contract and will be measuring the areas for the sheet metal the week of May 17th. It will take approximately three to four weeks for the fabrication.
- 12) Pending – Vacuum cleaners – It was noted that one of the vacuum cleaners was not working for the last monthly committee. Sue will take it to Cutter Vac for repairs.
- 13) Completed – Judy Bauer will coordinate the rust removal from the ramp railing and then the painting.
- 14) Completed – 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.
- 15) Pending – The plaque for the window restoration contributors is currently in the teacher's lounge in storage. The plaque will be hung in the west entrance of church on the left side.
- 16) Pending – Sue will contact Al Kohl to have the rectory windows washed.
- 17) Pending – Judy Bauer continues her work in the kitchen. She welcomes any help that anyone can give her. She will put a notice in the bulletin asking for help. Judy Rose and Sue will go through the open areas in the kitchen and let Judy B. know what is used for Oktoberfest and what is not.
- 18) Completed – The fire extinguishers were looked at.
- 19) Pending – Judy B will check with Lloyd's Appliance about disposal of the refrigerator in the barroom.
- 20) Pending – Roseann distributed a "Faith in Action" handout that we will discuss at our next meeting.

New Business

- 1) We again discussed whether or not we should turn off the cooler. No decision was made but Ray was going to check other options for cooling that we could use. The cooler needs to be cleaned out and scrubbed.

- 2) The boiler inspector will be coming on June 25th. John will do the walk through with him and will also contact J&H to ask whether or not we also need a furnace company to do a once a year check.
- 3) We need to use less salt on the ramp and also the more expensive brand so we do not ruin the concrete.
- 4) The Athletic Club is going to get a price on replacing the speaker system in the school hall.
- 5) Sue will ask Lori Wasmund of the Athletic Club to again remind the coaches that they need to keep people out of the cemetery now that baseball season has started.
- 6) The Athletic Club is working on the parking lot and would like to remove some trees that may be a hazard to the hamburger shack. We will find out which trees and whether or not they should be removed.
- 7) Joan reported that someone mentioned to her that they had donated money in memory of a deceased family member to purchase tables and whether we had ever purchased tables and what happened to the money. We have not purchased any tables so the money is in the restoration fund.
- 8) Fr. Tom explained that since we did not use money from the Faith in our Future fund for the ramp, we may be able to use it for the church steps. A letter explaining how the money would be used needs to be sent to the trustee of the fund.
- 9) A concerned parishioner thought that the roof over the canopy at school was leaking because of the rust spots. The roof was repaired last year and the spots can be painted over.
- 10) Judy B mentioned that the sidewalk next to the school may need some repairs. John will take a look at it.
- 11) Gerry Weinberger resigned from the committee and Ken Kunstmann resigned from the church maintenance position and the committee. We thank both members for their past contributions.
- 12) John Oechsner volunteered to take over the maintenance position.

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, June 8, 2010 at St. Andrew's school hall at 7:00 pm.