

Building and Grounds (& cemetery board) Minutes September 22, 2011 6:30PM

Attending: Dan Wachs, Carl Micech, Dennis Tourangeau, , Mark Kozlowski and Alan Bronikowski

Excused: Jim Rehfeldt, Tom Ruthmansdorfer, Ross Walek, Pat Daily and Mark Zapp

1. Opening prayer --- Alan led the opening prayer.
2. Review meeting minutes from August 25th meeting. Minutes were reviewed and approved.
3. Old Business:
 - a. Building security and camera system(Dan) Dan discussed the additional camera with Kris. The athletics association agreed to help pay for part of the camera and the cost of updating the locks in the garage. Dan also talked with Dave about ordering the camera and ordering a 'fake' camera or globe to use outside. Dave suggested that we purchase an infrared light that would help illuminate the grounds for the camera.
 - b. Fr. Pat came and talked about the cemetery issues(Dan to review w/Fr.Pat)
Proposed actions:
St. Matt's cemetery policy approved and sent to PC, need to publish. (Alan) The cemetery policy is on the web site and in the parish office. Linda was asked to put an announcement in the bulletin.
 - c. Unit vents are getting old, update from Jim Rehfeldt We have two estimates from Jim. We need to look at this and other options for the unit vents. We have added it to our priority list below.
 - d. TO DO LIST:
 - a. 5th grade bleeder valve needs to be fixed. Was not completed this summer, Dan to look into capping it. Dan talked with Jim last Sunday. They will try to get a date set to fix it.
 - b. Asphalt work on the south Drive. This was completed over the summer, the line has to be fixed and land scaping still needs to be done. We have at least a 5 inch rise to the grass. We need to landscape this to make it safer for pedestrians. Dan is going to estimate how much dirt is needed. Dan would like to re-use some of the left over stone from the playground. Eighth graders are looking for service hour work so they can go on their class trip.
 - c. additional Cemetery work. There are a few more bushes to trim in the cemetery. We also need to do some grass seeding. Tony and Carl will do some of this work during the day.
 - d. School secretary would like the current buzzer system change to an aire-phone. We put this on the list but it will probably not be ready until October. Dan will see about getting the air phone ordered.
4. New Business:
 - a. Next work day/evening Dan will email a message if we need to have one. Dan is thinking about having a worknight next week.
 - b. Other Issues (Pat/Dan)
4 ceiling fans need to go into two classroom. Dan Rewolinski may be available to help with this effort.(add to TODO)
Metro sound came to look over the church and come up with an estimate for a new sound system. Dan has another company set up to give an estimate.
Play set is almost completed. The other workdays have not been as fruitful. The trees need to be completed and the bench need to be put in place.
 - c. Priority list
Fr. Pat want a priority list of larger projects:
 - 1) Sound system for church
 - 2) Parking lot replacement
 - 3) Roof replacement—church/school
 - 4) Rectory roof, boiler or demolition/ or rent out half of it.(rectory roof bids \$13,400/\$15,900)
 - 5) Univent replacement in chuch/school
 - 6) Windows in Church school

Building and Grounds (& Cemetery Board) AGENDA October 27, 2011

1. Opening prayer
2. Review meeting minutes from September 22nd meeting.
3. Old Business:
 - a. Building security and camera system(Alan/Dan)
 - b. Unit vents are getting old, update from Jim Rehfeldt
 - c. TO DO LIST:
 - a. 5th grade bleeder valve needs to be fixed.
 - b. Asphalted drive landscaping.
 - c. additional Cemetery work.
 - d. School secretary would like the current buzzer system change to an aire-phone.(October).
 - e. Need to mount 4 ceiling fans into to classrooms.
4. New Business:
 - a. Next work day/evening
 - b. Other Issues (Pat/Dan)
 - c. Priority List
 - 1) Sound system for church
 - 2) Parking lot replacement
 - 3) Roof replacement—church/school
 - 4) Rectory roof, boiler or demolition/ or rent out half of it.(rectory roof bids \$13,400/\$15,900)
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 - 6) Windows in Church school

Future Meetings:

Meeting normally on 4th Thursday. [Tentative schedule for next FY year]
Dec 1, 2011, January 26, 2012, February23, 2012,
March 22, 2012, April 26, 2012 and May 24, 2012