

## Building and Grounds (& cemetery board) Minutes August 25, 2011 6:30PM

**Attending:** Dan Wachs, Carl Micech, Pat Daily, Dennis Tourangeau, Tom Ruthmansdorfer, Ross Walek , Mark Kozlowski and Alan Bronikowski

**Excused:** Jim Rehfeldt, and Mark Zapp

1. Opening prayer --- Alan led the prayer and faith sharing.
2. Review meeting minutes from May 26th meeting. Minutes were reviewed and approved.
3. Old Business:
  - a. Building security and camera system(Alan) Alan submitted bid for new camera for basketball court to Kris but has not heard anything. He will re-submit the proposal again shortly. The athletic garage service door was kicked in over the weekend. It appears that nothing was stolen. It could be that kids were just 'fooling around' and broke the door open. Dan has re-enforced the door jamb. Alan will contact Dave Johnson to see if there is anything on the camera system. Dan will check with Andy Paar and athletics department to see if they want a dead bolt put in place.
  - 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 was sent to Carl. He put a few copies of the cemetery policy. Need to get a few copies of the policy to the parish office. Dan will check with Linda. Alan to contact Linda about putting the cemetery rules in the bulletin. Alan to talk with Greg about putting it on web site. Need to finish the footings for the new baby grave stones. Dan to show Fr. Pat and Darlene the trees and shrubs to be removed.(Dan) This work was done and there are some logs to be removed and some smaller bushes to be trimmed, yet. There are other stones that need concrete footings since they fell over in the cemetery.
    - c. Unit vents are getting old, update from Jim Rehfeldt We got two estimates from Illingsworth for between \$290,000 and \$370,000 to change out all o f the rooms and use roof top units. Committee will review the estimate.
    - d. FIOF work lower level, summer schedule(Dan/Alan) This work was completed over the summer and only the ceiling fans remain to be done. Pat finished 4 of the ceiling fans and there are 4 more to do.
    - e. TO DO LIST:
      - a. 5<sup>th</sup> grade bleeder valve needs to be fixed. Was not completed this summer, Dan to look into capping it.
      - b. Rental unit fence issue. Fence was removed by Dan's team.
      - c. Rental unit leaky bath tub. Tub was fixed and Gary Schultz fixed the kitchen ceiling. Some rooms were painted and unit was all spruced up. House was rented out by August 1<sup>st</sup>.
      - d. Playset to arrive around April 8<sup>th</sup>. Playset work will begin on August 26<sup>th</sup>. Joe is coming to remove the chips and dig the holes. Joe will use 18 inch auger for the holes. Dan is looking at trying to get some stuff set up on this Saturday (August 27<sup>th</sup>.)
      - e. Patch and paint cracks under windows in the Church. This is all resolved. They used a paint chip, Bill Kroeger fixed it alls
      - f. 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 will discuss at the next meeting.
      - g. 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.
4. New Business:
  - a. Next work day/evening Dan will email us on the cemeterywork night, September 7<sup>th</sup>, rain date on 8<sup>th</sup>. The following week September 14<sup>th</sup> other brush trimming will be done. Both nights will begin at 5:30pm.
  - b. Other Issues (Pat/Dan) Lights in the church are burning out faster than expected. Dan has been replace the reflectors with ones that are vented. Father wants to change the lights about the sanctuary to cool white. Fr. Pat wants a crying room can we approach an architect to do a good one. The committee member expressed concern that we are making the environment unfriendly to young people with children. Wants to use crying room as a chapel possibly for daily Mass.  
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 September 22, 2011

1. Opening prayer
2. Review meeting minutes from August 25th meeting.
3. Old Business:
  - c. Building security and camera system(Alan)
  - d. 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)
  - c. Unit vents are getting old, update from Jim Rehfeldt
  - e. TO DO LIST:
    - a. 5<sup>th</sup> 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).
4. New Business:
  - a. Next work day/evening
  - b. Other Issues (Pat/Dan)

### Future Meetings:

Meeting normally on 4<sup>th</sup> Thursday. [Tentative schedule for next FY year]  
October 27, 2011 and Dec 1, 2011, January 26, 2012, February23, 2012,  
March 22, 2012, April 26, 2012 and May 24, 2012