

Saint John Vianney Catholic Church
Buildings and Grounds Committee

Subcommittee to Administrative Services/ Finance Standing Committee

Meeting Minutes

January 9, 2014, at the Parish Center, 6:30 PM

Members please put the following dates on your calendars for future meetings:

- **March 6, 2014**
- **May 1, 2014**
- **June 5, 2014**

Ex Officio Members		
Fr. Ken Knippel	Pastor	
Rob Mitchell	DAS and Facilities Administrator	
Jeff Weyker	Finance Committee	
(vacant position)	Plant Engineer	
At-Large Members		
Mike Reiels	Liaison to Finance Committee	Term Does Not Expire
Gordy Gaeth	Vice Chair	Term Expires 2016
Patrick Connolly		Term Expires 2016
Todd Prudlow	Chair	Term Expires 2015
Mark Herr		Term Expires 2015
Emma Macari		Term Expires 2014
Charles Landey	Secretary	Term Expires 2014

Call to Order

The meeting was called to order by Todd Prudlow, Chair.

Attendance

Fr. Ken Knippel, Rob Mitchell, Gordy Gaeth, Patrick Connolly, Mike Reiels, Todd Prudlow, Mark Herr, and Chuck Landey were in attendance.

Opening Prayer and Scripture

Fr. Ken led an opening prayer and scripture reading.

Minutes of Prior Meeting

November 7, 2013, minutes were approved as written.

Faith In Our Future (FIOF) Funds

Fr. Ken stated that FIOF Funds will be frozen for several years, this having been discussed with parish staff, Finance Committee, and Parish Council. The current FIOF fund balance is around \$123,000. The idea is to combine FIOF funds with funds that may be raised following another Building Feasibility Study starting Autumn, 2015. This means that FIOF funds will not be spent until around 2017 to 2018.

This closes the discussion of FIOF for the next few years.

Capital Needs

With FIOF frozen, it was stated that capital needs can only be funded by inclusion into the annual budgets, starting July 1, 2014; July 1, 2015; and July 1, 2016.

The following capital needs were discussed:

- Air conditioner replacement. Up to \$200,000, with an anticipated short payback period due to energy savings and elimination of increasingly costly repairs to obsolete, failing equipment.
- School roof leaks vicinity library. Cost under study.
- Bathroom updates in school. Two or three bathrooms, worked to be staged to maintain handicapped access at all times. Todd to work up estimate with Rob.
- Church video screens, a starter system that can be added to, \$40,000 maximum.
- Rectory windows and possibly roof.
- Parking lot minimal safety improvements, chiefly consisting of replacing raised masonry planters with permeable flush surfaces. Gordy to research City of Brookfield requirements as pertain to minimal parking lot rehabilitation.

The list seems to total in the range of \$340,000, which would require enhancement to the income stream that now exists.

Operational Needs

The following items can be funded through day-to-day building expenses.

- Leak in lower level bath.
- Re-grading of school south entrance, or other means to address water and ice pooling.
- Weatherproofing main church entrance doors.

School Asbestos Certification

Rob stated that the school must be certified asbestos-free in order for yearly accreditation. After discussion, it was felt that old inspection records on file point to there being no asbestos problem. Fr. Ken asked Rob to look into a re-issue of the old inspection records, possibly by contacting the former inspection company.

Baptismal Font

Water is too cold. Todd to look into modifications.

Chapel Heat

Lack of heat in the chapel was discussed but no solution was forthcoming. It was stated that a ceiling paddle fan would help but the lighting arrangement does not allow for such.

Facilities Management

Rob stated that the process is working well. He has taken over facilities management from the vacant position of building engineer, and he works well with the janitorial staff. He has found the janitorial staff to be knowledgeable about the existing mechanical systems.

Respectfully submitted,



Charles Newcomb Landey, Secretary