

# Saint John Vianney Catholic Church

## Buildings and Grounds Committee

Subcommittee to Finance Council

Meeting Minutes January 8, 2015, at the Parish Center, 6:30 PM

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

**March 12 and May 14, 2015**

<b>Ex Officio Members</b>		
Fr. Ken Knippel	Pastor	
Rob Mitchell	DAS and Facilities Administrator	
<b>At-Large Members</b>		
Mike Reiels		Term Expires 2017
Gordy Gaeth	Vice Chair	Term Expires 2016
Patrick Connolly		Term Expires 2016
Todd Prudlow	Chair	Term Expires 2015
Mark Herr		Term Expires 2015
<i>(vacant)</i>		Term Expires 2017
Charles Landey	Secretary	Term Expires 2017

### ***Call to Order***

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

### ***Attendance***

In attendance were: Gordy Gaeth, Rob Mitchell, Patrick Connolly, Todd Prudlow, Mark Herr, and Chuck Landey.

### ***Opening Prayer***

We began with an opening prayer that was authored by Miss Noelle Pfankuch, Grade 4, St. John Vianney School.

### ***Minutes of Prior Meeting***

November 13, 2014, minutes were approved as written.

### ***Old Business - Air Conditioner Replacement***

A/C controls and programming are on line, plus or minus a bug here and there. Training has been given. Tech support is ongoing. Retainage to be paid.

Discussion turned to the chapel, which is cold in the winter because heat rises and there is no place for a fan. Also the “R”-value of the concrete and glass structure is questionable. It was later determined one of the boilers was exacerbating the problem.

### ***Sanctuary Floor Tile***

Material is on site. Work to be undertaken the 13<sup>th</sup> through the 15<sup>th</sup> of this month.

### ***School Roof***

Regarding the roof on part of the older school wing, specifically, the area east of the cafeteria to and including the east end of the school. Water continues to infiltrate the roof structure despite several repair attempts over the last year. Conditions appear to be in a downward spiral and may eventually endanger the concrete roof structure itself. We will transition from a “patch” mode to a repair mode. Rob will solicit proposals from the required three bidders

### ***School Bathrooms***

Four school bathrooms remain to be renovated. Plumbing, lighting and surfaces are old and obsolete.

A first step will be to research ADA requirements to determine how many among the boys or girls bathrooms will need to be accessible, based on number of students and the distance to the bathrooms.

The target date will be construction beginning after the Festival and prior to the autumn start of classes, which means immediate action on design and quick action on fixtures purchase. Left open is how many bathrooms this summer, which will depend on the cost and the available funds.

Actions:

- Direct purchase of fixtures ASAP; tile maybe can wait a bit.
- Mark to research ADA requirements.
- Todd will supervise design drawings and specs to be prepared by a man he often gives work to at very favorable hourly rates.
- Mark to review and approve drawings both for ADA compliance and all other issues requiring a stamp.
- Todd to be project manager as a donation, hiring the subcontractors. In this process, Todd will get three bids for each subcontractor, per Buildings and Grounds policy.
- Mark will assist in the color palette and the specification of finishes. May or may not match the completed bathrooms
- Timeline requires that the design process be underway for discussion at the March meeting

Follow-up: After meeting, adjourn to the bathrooms in question, both those already renovated (two) and in need of renovation (four large and two small).

### ***Capital Improvement Planning***

In preparation for the Finance Council meeting on February 19, 2015, the committee discussed capital needs, including both the cost and the priority.

- Church A/C completed; no further action.
- Projectors, screens and electronics for church A/V, high priority at \$40,000.
- Rectory windows, medium priority at \$16,000.
- Parking lot planter removal, high priority at \$10,000 (an increase).
- Parish Center water softener, high priority at \$4,300 (a decrease).
- Gymnasium floor work dropped from list.
- School bathrooms, a high priority, four bathrooms at \$40,000 each.
- 911 phone upgrade, a high priority at estimated \$3,000.
- School PA system upgrade, a medium priority estimated at \$3,000.
- Additional security cameras and portals, a high priority at estimated \$7,500. Includes parking lot surveillance,

There are other needs listed on the spreadsheet, such as furniture, computers, computer systems, etc., not discussed in these minutes because B+G will not be directly involved.

### ***Parking Lot***

Asphalt maintenance not later than 2016. Curbs, islands, planter removal, etc. in 2015.

Respectfully submitted,



Charles N. Landey, Secretary