

Saint John Vianney Catholic Church

Buildings and Grounds Committee

Subcommittee to Finance Council

Meeting Minutes May 12, 2016, at the Parish Center, 6:30 PM

Please put the following date on your calendar:

Next meeting will be Thursday, July 14, 2016, 6:30 PM at the Parish Center.

Ex Officio Members		
Fr. Ken Knippel	Pastor	
Rob Mitchell	DAS and Facilities Administrator	
Candidate Member		
Mike Koerner		
At-Large Members		
Mike Reiels		Term Expires 2017
Gordy Gaeth	Vice Chair	Term Expires 2016
Patrick Connolly		Term Expires 2016
Todd Prudlow	Chair	Term Expires 2018
Mark Herr		Term Expires 2018
<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: Rob Mitchell, Mike Reiels, Todd Prudlow, Chuck Landey, Patrick Connolly and Gordy Gaeth. Mark Herr was excused. The meeting was also attended by candidate member Mike Koerner.

Opening Prayer

We began with prayer, reading and discussion for Pentecostal Sunday.

Minutes of Prior Meeting

March 10, 2016, minutes were approved as written.

Committee Membership

Mike Koerner was introduced as a possible new member. He will contemplate joining.

The terms of Patrick Connolly and Gordy Gaeth are expiring. Patrick was offered a new term. He will contemplate accepting. Gordy Gaeth's eligibility for another term is being explored. It was also pointed out that even if he cannot have another term, these are open meetings and he will be welcome to attend as a guest so as to share his knowledge and experience.

Committee Guidelines

B&G Committee Guidelines were read per Parish policy that each Committee read its guidelines annually.

Old Business – School Roof

The Committee discerned the necessity of roof replacement at the gymnasium, sloped (shingled) roof and flat roof both. Rob will bring this proposal to the Finance Council. If funds are identified, B&G will discuss contractor selection and contract price at the July meeting. A second proposal should be received later this week.

New Business – HVAC Maintenance

Rob led a discussion of ongoing HVAC maintenance. Honey Creek is satisfactorily maintaining rooftop units. No change is contemplated.

For the heavier HVAC equipment at the church, we are satisfied with Buetters Fettig. However, this company's technician who is familiar with our system is approaching retirement. Rob discussed possible ways of retaining this technician's services, or, alternately, facilitate him passing on his knowledge and experience to new personnel, maybe even a different company.

It is felt that in this technician's future absence, the Parish might need to re-evaluate Buetters-Fettig against other possible contractors including on the basis of price.

Rob brought forth the possibility of retaining a contractor on the basis of one fixed sum per year to cover both preventive maintenance and trouble calls. The third leg of the stool, capital improvements, should be left out of the one fixed sum as this would raise the price higher than would be responsible. Rob's proposal was discussed by members who thought that even without the capital improvements covered, the one fixed sum could be costly.

Further discussion will occur at the July committee meeting.

Report of Building Committee

On April 4th, the Archdiocese approved the design-build proposal for the narthex and the school entrance, with the contract to be awarded to MSI General.

New Business- Rectory Capital Needs

The Finance Council has determined that the Rectory is a valued asset to the Parish, on the basis that it will be of worth in attracting priests and in having priests in resident on campus. Having made that determination, it falls to B&G to explore capital needs.

The committee walked over to the Rectory and explored each space. Here is what was decided:

- Replacing the roof is the only pressing concern. All other needs can wait. Rob will bring this need to the Finance Council.
- Both the driveway and the garage floor are in bad shape and must eventually be replaced.
- Windows are single pane and difficult to open. These should eventually be replaced. Todd will estimate the cost.
- The kitchen and the main bath have been upgraded and have no further needs.
- The half-bath could be remodeled to a toilet plus shower. This expense is not seen as a priority.
- The high-efficiency furnace looks very good, as do upgraded electrical systems. There are smoke and heat alarms. There is a carbon monoxide detector in the basement.

Respectfully submitted,



Charles N. Landey, Secretary