

Saint John Vianney Catholic Church

Buildings and Grounds Committee

Subcommittee to Finance Council

Meeting Minutes January 12, 2017, at the Parish Center, 6:30 PM

**Please put the following date on your calendar:
Next meeting will be Thursday, March 9, 2017, 6:30 PM at the Parish Center.**

Ex Officio Members		
Fr. Ken Knippel	Pastor	
Rob Mitchell	DAS and Facilities Administrator	
Members		
Mike Reiels		Term Expires 2017
Patrick Connolly		Term Expires 2019
Todd Prudlow	Chair	Term Expires 2018
Mark Herr		Term Expires 2018
(vacant)		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 members: Rob Mitchell, Mike Reiels, Todd Prudlow, Chuck Landey, Mark Herr and Patrick Connolly. The meeting was also attended by former member Gordy Gaeth.

Opening Prayer

We began with prayer.

Minutes of Prior Meeting

November 10, 2016, minutes were approved as written.

Continuing Business – HVAC Maintenance Plan

Rob is continuing to review proposals for action at the next meeting. In Rob’s opinion, it is time the digital controls for the church programming be reviewed and fixed or a contractor found who is familiar with metasys digital controls and can also service mechanical systems..

Continuing Business - Report of the Building Committee

April construction is anticipated as scheduled. Prior to construction, there remain a number of significant steps to be taken (as follow), with Rob confident that each step will be successfully completed at the required time framework.

The Archdiocese Building Committee has approved forms A, B and C. Form D will be submitted February 9th and approval is expected. With the Form D submittal, it will be required that we have 50% of the expected cost “in the bank” along with 50% of a 10% contingency fund. This will total \$1.7 to \$1.8 million.

Rob has contacted two banks for a financing proposal for the second 50%.

The contractor has scheduled a meeting of possible subcontractors this coming week.

Other steps: In conformance to zoning requirements, Residential With Conditional Use, there will be a neighborhood meeting February 22nd, a Planning Commission public hearing March 13th, and, if all goes as anticipated, full Council approval March 21st.

Here is a brief summary of construction phasing:

- School offices started after festival - completed by Labor Day.
- Kitchen and lower level work can be done any time as soon as all approvals and financing in place.
- Narthex work begin after festival.
- School classroom addition started as soon as all approvals and financing in place.
- Narthex complete by Christmas.

Continuing Business - Capital Improvement Running List

Keep in mind for the next meeting.

New Business – Parish Rooftop Unit.

Due to the unit’s age, the Committee recommends full replacement at \$21K, not compressor replacement at \$6K - \$7K.

There was also brief discussion of the relatively simple modes for heating and cooling controls in the School Building and the Parish Center.

Respectfully submitted,



Charles N. Landey, Secretary