

St. Francis of Assisi Buildings and Grounds Committee Agenda
July 28th, 2015 - 6:00 pm to 7:30 pm

Chairperson: Chris Bates

In attendance: Fr. Ray McHenry, Larry Richards, Ted Nahas, Tom Nolan, Don Taylor, Amiee Staudt, Jim Hoyt

Secretary: Dan Raedeker

- 1) **Opening Prayer** – Father Ray
- 2) **Meeting Minutes Approved** from 6-30-15
- 3) **Pastoral Report**
 - The ADA is \$98,000 short with approximately 5 months left to reach the goal. An appeal will be sent out with a second appeal going out in late September.
 - The Vision Committee continues formalize the plan and will contact Chris to schedule a meeting to discuss the B&G portion of the final visioning report.
- 4) **Committee & Project Reports/updates**
 - A. **Church/School**

- I. *Playground Update* – There was an issue with the turf. The greenback turf selected was not available. Tom shared the alternative options. Larry made a motion to use the poly back turf as replacement for the greenback turf at the same cost. Don 2nd the motion. Motion carried.

The playground is 40% done with the installation for playground equipment. 1 piece is installed 2 other holes dug. Mulch bids were reviewed and 290 yards of mulch will be purchased and delivered from a company from Story City. This will provide a cost savings of \$5,000. Once the turf is here. It will take 4 days to install the turf and 3 days to install the rest of the playground equipment.

- II. *Running Track*– Due to the weather, the crew is working as they can. The track grading is preliminary done. The drainage system is being installed. It is still on track. Pedicord removed trees on the north end of the track and had to remove trees to find the true fence line. The plan is to take out all of the trees and put in a chain link fence. R&R will pay for all of the tree removal. It will be determined later who will pay for the new landscaping.

They are waiting for all the parties involved to determine the size of the shed. Tom has looked at the shed at Dowling to get an idea. The shed will house 6 set hurdles, the high jump pits, football pads, PE equipment and possibly garden tools. It is anticipated that the shed will be placed on skids and look similar to a single car garage. Discussion about creating separate stalls for each party was discussed and will be suggested. R&R will purchase the shed. Options for outside storage for garden fencing will investigated.

The track should be completed mid-November with final grading and seeding completed by late fall; Seeding is supposed to be done the 3rd week of August for seeding.

The Guardian Angels will have same location, as in the past, next year but the design will be different. Tom has not talked with R&R about the irrigation system and will

look into having a hydrant placed close to the garden. They still need to finalize if there will be a meter pit or controls above ground. In addition, there will be a discussion regarding the need to have access to water in other spots on the property.

III. *Safety Committee*– No update.

IV. *South Church Entrance Landscaping* – Tom called Timberpine but has not heard anything from them. He will reach out to them again.

5) **New Business**

A. **Facility Improvements** – June has not closed. Financial totals have not been completed and reviewed by the Finance Council. The projected year-end total is \$154,000. \$44,000 will go to the debt service set aside, \$40,000 to ADA, \$15,000 to accruals and \$54,600 to all expenditures listed below. \$400 remains of the projected \$154,000.

- *Boiler Room Roof: \$24,100*
- *Large Meeting Room: \$13,300* – better grade carpet; tile along cabinets;
 1. Carpet: \$7,300
 2. Lighting: \$6,000 – LED conversion with dimmer switch;
- *4/5 Wing Carpet: \$7,600*
- *K/1 Wing Carpet: \$6,800*
- *Mattress and box spring for Father Ray: \$2,800* - completed

Additional Facilities Improvements:

- *Parish Kitchen- coffee pot, kitchen countertop, appliances and cabinets*
- *Fire alarm*

6) **Finance Report** – Tom reviewed the financials. \$5,000 of major maintenance accrual for 16 budget will be added to FY16 budget. It is anticipated that Home and School will accrue funding for turf replacement.

Committee members questioned the need to accrue funds for larger projects. Further conversation will be need to understand future needs and the costs associated with the projects. In addition, an inventory replacement schedule will need to be developed to provide estimated expenses and a timelines. This will allow for expense planning and the ability to stager major expenditures. Amiee will share a sample report.

Tom informed the Committee that there is still time to switch the lighting to LED. The rebate will pay 70% and will reduce costs, significantly. He will bring back more information and costs to the next meeting.

7) **Next Meeting: August 25th, 2015 6:00 p.m.**

8) **Adjourn** at 7:20 p.m.

Larry; ted