

**St. Cecilia Parish  
Facilities Committee  
Meeting Minutes**

Date: January 9, 2019

Time: 7:00 PM

Location: Parish Office

Attendees: Jeff Witt, Jeremy Hess, Bill Klein, Jeff Jorgensen, Jason O'Brien, Larry Joel

Agenda Items:

1. Opening Prayer
2. Old Business
  - a. **Solar Power** – No updates this month
  - b. **Columbarium** – The Columbarium Committee is reviewing the results of the parish survey and has met with a couple vendors.
  - c. **Rectory Roof** – Rich Earls the insurance representative with the Archdiocese, had some questions on the shingle selection, these have been resolved. He will be visiting the site to do an inspection, once the weather allows.
  - d. **Parish Security** – The security agent who used to work for PerMar is now working for another firm. He is still providing physical security as we did in the past. This gives us some time to determine how we want to proceed with an access control system. We continue to meet with vendors and refine our scope of work. A revised scope of work is attached to these minutes. Bill Klein will be bring this issue up with Finance and Pastoral Council so they are aware of the need.
3. New Business
  - a. **Ed Center Pump Coupling** – Jeff noted that the shaft coupling on one of the pumps serving the Ed Center has failed. Jeremy will contact Converse to make repairs.
4. Facilities Update
  - a. Jeremy shared that things were going well, no major issues to report.

5. Church Remodel Project

- a. Father Jim will be submitting a proxy to the Archdiocese soon to allow us to hire an architect to begin to define the church remodeling project.

6. Next meeting – The next meeting is scheduled for February 13, 2019 in the Parish office.