

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

Date: March 14, 2018

Time: 7:00 PM

Location: Parish Office

Attendees: Larry Joel, Jeff Witt, Jason O'Brien, Char VanKerckvoorde

Agenda Items:

1. Opening Prayer
2. Old Business
 - a. **Ed Center Restrooms** – This project is proceeding with Integrity as the contractor. The proxy has been received from the Archdiocese and the contract has been signed. A kickoff meeting was held last week and long lead items have been ordered. Work is scheduled to start on June 4th and be wrapped up the first week of July. The project is being funded approximately ½ by Gala and School funds and ½ by the parish building fund.
 - b. **Power factor correction** – Subsequent to the meeting Jeff Witt got an update from Jeff Jorgensen. The capacitor should be on hand soon. Work will be scheduled between when school gets out and June 4th so we don't impact the restroom remodeling contractor.
 - c. **Rectory Landscaping/grading** – We have two prices, Hawcott is lower. The committee approved having Hawcott do the work. Char will proceed with setting up the contract and scheduling the work.
 - d. **Rectory Sump Pump** – There are actually three sump pumps in the rectory, two pumps in one sump. We are proceeding with installation of a battery backup pump and will reset pumps to force most of the water to be discharged to the storm sewer.
 - e. **Solar Power** – Jeff talked with the City of Ames and they have sold 52% of the available power packs. The Pastoral Council is working on communications information to the parishioners to support parish participation in this project.
 - f. **Sacristy Water Heater** – The discolored water issue seems to have gone away. This project has been tabled for now.
 - g. **Ice Melt System** – Proctor replaced the moisture sensor in the sidewalk and the unit has been working properly. This project is completed.

3. New Business

- a. **Weiss Tree Trimming** – Weiss is onsite trimming trees on the property. Work should be done this week.
- b. **Faith Formation Space Needs** – Faith Formation has now confirmed they need additional space for the Catechesis of the Good Shepard program. Staff discussion are in progress, but tables/chairs will need to be stored somewhere other than the St. Theresa room by September to support this growing program.
- c.

4. Facilities Update

- a. Char reported that we are still trying to hire a part time custodian but are not having any luck.
- b. Char reported that we need someone with a green thumb to trim shrubs and to perform other gardening needs, she has a request in the Bulletin. We may need to hire someone if we can't get volunteers.

5. Church remodel

- a. Mark shared with Jeff that they are looking to schedule a kick-off meeting in May to begin the Church remodeling process.

6. Next meeting – The next meeting is scheduled for April 11, 2018 in the Parish Office.