

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

Date: May 13, 2020

Time: 7:00 PM

Location: Social Hall & WebEx

Attendees: Jeremy Hess, Steve Heideman, Bill Klein, Brian Wildeboer, Ayinde Popo, Sara Rooney & Jeff Witt

Agenda Items:

1. Opening Prayer
2. Old Business
  - a. **Solar Power** – No changes from the parish perspective. Jeff contacted the City of Ames for an update. Construction has been delayed due to the pandemic, but the solar farm is still planned to be operational in 2020.
  - b. **Columbarium** – The Columbarium Committee has settled on Option D, the meandering path option. Preliminary cost is \$150,000 with two columbarium structures installed, there is space for 7 structures. The columbarium would include only single niches, so a couple would need to purchase two at \$1,000 each. Bill has draft contracts and other documents which will be sent to the Archdiocese for review.
  - c. **Ed Center Chiller** – We have not yet received budgetary pricing on a replacement chiller. Jeff continues to press Converse to get us this information.
  - d. **Father Jim's Retirement** – The retirement event has been postponed till fall. The anniversary celebration will be virtual. The new priest welcome will be planned quickly once we have a better handle on the pandemic situation.
  - e. **Ed Center Software Upgrade** - The committee reviewed the comparison of staying with Siemens verses switching to a new BAS system provided by Woodman. After some discussion, the committee decided to recommend switching to Woodman. Jeff will develop a document (copy attached) to be sent to Finance and Pastoral Council for their review and approval.

### 3. New Business

- a. Church Remodeling Priorities - The committee discussed the request from Pastoral Council for prioritization of the eight remodeling needs they would like to complete. The committee discussed and came up with the recommendations below. Jeff will draft a memo to Pastoral Council with our recommendations and rationale (copy attached).
  - i. Project #1 - Roof replacement
  - ii. Project #2 - Replace HVAC system, upgrade HVAC controls and complete ceiling repairs/modifications
  - iii. Project #3 - Replacement of floor coverings, pews, remodel altar space and replacement of the baptismal font
  - iv. Project #4 - Improvements to sound system

### 4. Facilities Update

- a. Jeff & Bill discussed that we are working to add WIFI to the church and get set up for livestream of Mass. Randy Dalhoff is working with Jeff Jorgenson from Jaspering Electric to get cables in place. This is being done in anticipation of beginning to hold Mass in the church and livestream to the social hall and maintain social distancing.
- b. Jeremy continues to work on maintenance items and floor finishing while the parish facilities are closed.
- c. Sara Rooney shared that they are working on plans for re-opening school this fall. There are still a lot of unknowns, but they need to have plans in place by July 1<sup>st</sup> to meet state requirements. Some options may need support from Facilities. Options include the following:
  - i. Classes held on site with required social distancing.
  - ii. Classes held 100% virtually
  - iii. Some combination of on-site classes and virtual classes (e.g. splitting classes with alternating days on-site, etc.)

5. Next meeting – The next meeting is scheduled for June 10, 2020 in the Parish office.