

ST. MARY'S FINANCE/BUILDINGS & GROUNDS

St. Mary's Finance and Buildings/Grounds meeting minutes from 02-13-24

1. Attendees included Nancy, Kimberly, Mary Jo, Jeff, and Eric
2. November minutes approved.
3. Reviewed January Financials.
4. Completed projects this past month
 - a. Jeff replaced hot water heater in church
 - b. Cleaning & updates to rectory offices are completed and Tamela thought her & Kelly would move into the building in early March.
5. On going Projects
 - a. Jeff has re-wired everything in the school for the new phone system to be installed. We are switching from Genises to Atlas. Jeff stated we should have a return on our investment in 10 months with the monthly fees going down.
6. Projects that remain to be completed include the following:
 - a. Lighting for Church statues – Jeff. Will be a winter project.
 - b. Installing a small water heater in the rectory building. Jeff stated he & Jim will have this completed before Tamela and Kelly move in.
 - c. Jeff stated he will be installing a dead bolt lock on the closet door in Kelly's office so she is able to lock up the checks.
 - d. Purchase of new copier for the office.
 - e. Rick was looking into a new desk for Father.
7. Projects that will need to be considered in the future include
 - a. Refinishing or replacing church pews. Quote from Gunder to replace \$96K, refurbish \$66K or refurbish pews/replace kneelers \$78K. Included in LOA capital campaign.
 - b. Jeff looking into refurbishing Father Ed's chair on the Alter.
 - c. Jeff checked with Father Ed to see if he would be okay to have Jeff take both of the other chairs that match the priest chair and maybe down size them a bit to allow for the readers at Mass to sit up on the alter also. This would be a bit safer then walking up and down the steps multiple times during mass. Father Ed agreed so Jeff has added another item to his "To Do" list. He said he'd start the project in spring.
8. Security fence in the hallway when the gym is being used during school hours by outside groups (i.e. funeral lunch). Need to agree on a plan. Don't want to restrict egress in case of an emergency. Jeff stated the school does have an expandable gate somewhere. He said he'd look around for it.
9. Church Security – Jeff stated that he has added to the schedule to lock the side door 10 minutes after mass starts for all the regular scheduled masses. We will have to coordinate with the ushers on locking the front doors.
10. Next meeting is scheduled for March 12th at 6:30 pm at St. Andrew's.