

ST. BRENDAN FACILITIES COMMISSION

MINUTES – March 21, 2013

Present: Mickey Walsh, Jim Grafton, Frank Fewel, Mark Jaeger.

Absent: Bobby Buendia, John Phillips

Minutes from the February meeting were approved via email. They are to be posted on the parish website.

Items Discussed:

SOS

Larry Pomada joined the commission for this portion of the meeting.

The service center downtown to which SOS has provided a meal for the past 35 years has decided that it will close its doors one hour earlier than previously. After discussion amongst SOS volunteers, it emerged that it was no longer practical for SOS to continue serving at the earlier time because of the time change's impacts to working volunteers.

Several options for continued service have been discussed and a consensus has emerged that a meal served at St. Brendan is the preferred option. This is similar to an independent proposal made by other parishioners and staff within the past few years. Preliminary discussion has indicated that the police department and the Methodist church nearby can assist in identifying potential clients for the meal. The commission made the following recommendations/observations regarding facilities impacts:

1. SOS will need to provide serving ware, which was previously provided by the service center. It is likely that disposable serving ware would be used.
2. Garbage will need to be emptied from the kitchen and narthex area after each meal.
3. The narthex will need to be vacuumed.
4. Tables and chairs will need to be set up and broken down at each serving.
5. A procedure for spill cleanup on the carpet needs to be identified.
6. Impacts on the kitchen are negligible, since this facility is used for this purpose already.
7. Interference with other narthex events is likely to be minimal, since the event is expected to be completed and cleaned up prior to 7:00 pm.

8. It was suggested that this would be a good time to complete a set of instructions/procedures for SOS, something SOS has never had.
9. The Russian church should be notified of our intentions, so that stray individuals who might wind up there by mistake can be redirected to St. Brendan.
10. The potential need for a response to concerns from neighbors should be anticipated.
11. The bathrooms will need to be cleaned after the meal.
12. The commission requested that a facilities project form be completed for this proposal.

Play Bark

The play bark under the Big Toy has not been replaced since the equipment was installed. The Commission was asked whether this was viewed as a parish or school responsibility. The Commission views this as a school responsibility but acknowledges that the parish is likely to wind up paying for it. The commission recommended using natural play bark as opposed to rubber bark due to the much lower relative cost.

School and Church Security

New cardkey locks are schedule for installation at the school and the church next week. The school will now be locked down and admittance will be via video intercom. The church doors will automatically unlock between 7:30 am and 9:30 am to prepare for Mass or Liturgy of the Word. Otherwise, admittance will be via cardkey.

Church Restroom Remodel

The Commission reviewed the bid documents and had the following recommendations:

1. The Commission believes the electric hand dryers are unnecessary and potentially noisy. Paper towels will still be required so they can be used for wiping up.
2. The date on the first page is incomplete.

The Commission sees no barriers to the immediate advertising of this bid.

Discernment

The following parishioners have been identified to potentially discern on to the Facilities Commission:

- Larry Pomada
- Jay Green
- Phil Debels
- Tom Meyer

Larry Pomada was present for a portion of this meeting.

Rectory

Major Maintenance observation of the rectory has been completed by Mickey Walsh and Mark Jaeger. A number of items of concern were found, particularly on the exterior where paint, caulking, and lighting fixtures were found to be in severely deteriorated condition. (See separate list of rectory condition issues.)

Blue Sky Items

The Commission agreed that the rectory maintenance items should be added to the Blue Sky list to be forwarded to the GPS Group.

The Commission sees these as the top three most urgent items to be accomplished:

1. Repair of the church stained glass windows and associated exterior wooden screens;
2. Repaint rectory
3. Install handicapped restroom in Brendan House.

Sound System

Inspection of the sound system is scheduled for next week by Jaymark AV.

School Roof

The school roof was inspected by Snyder Roofing. The roof was estimated to have 6-8 years of life left if well maintained. Snyder Roofing recommends approximately \$6,000 of immediate repairs and adoption of a proposed maintenance contract for approximately \$1,700 per year. Insofar as replacement of the roof is estimated to cost \$80,000 - \$100,000, the commission recommends both the immediate repairs and the annual maintenance plan.

Church Roof

Snyder Roofing also inspected the church roof. No concerns were identified.

Church Furnaces

The church furnaces were inspected by an HVAC company and were found to be at or past their useful life, meaning that failure could occur at any time. Replacement of all furnaces is expected to cost approximately \$30,000. The Commission recommends that this be planned for.

Communication of Concerns

Means of communicating concerns to other parish consultative bodies and the pastor were discussed. It was suggested that a definitive list of all major maintenance items be assembled and presented at the next Finance Council meeting. Sources for this list include the Major Maintenance Plan, the responses to the GPS Facilities Wish List, and the issues noted in these minutes. Mickey Walsh plans to make these presentations.

The meeting was adjourned at approximately 9:35 pm with prayer.