



STA BUILDING AND EQUIPMENT MAINTENANCE MINISTRY

MISSION STATEMENT

The Saint Thomas Aquinas Parish Building and Equipment Maintenance Ministry inspects, ascertains the needs for upkeep, repairs, renewals and/or changes for all parish plant facilities. This ministry incorporates the Safety Ministry and the Carbon Footprint Ministry within its responsibilities.

FINAL MINUTES OF MEETING OF APRIL 23, 2014

CALLED TO ORDER BY CHAIRMAN BILL MORRISON AT 9:31 AM AT THE PASTORAL CENTER.

MEMBERS AND GUESTS PRESENT

MEMBERS

Bill Morrison, Chairman
Chuck Tully, STA Business Manager
Charles Guenzer, Secretary
Jim McLaughlin
Ted Baer
Jerry Lucha
Paul Titterton
Helen Baumann

GUESTS

none

OPENING PRAYER

Prayer by Paul Titterton was the Stewardship Prayer.

MEETING AGENDA REVIEWED

Draft agenda was approved.

REVIEW AND APPROVAL OF MINUTES

Minutes as amended were approved. Lack at last meeting of designee to publicize need for new members was corrected by chairman Bill Morrison volunteering to do so.

REPORT FROM PSC REPRESENTATIVE

Bill Morrison had previously emailed reports from PSC meeting. In present meeting he summarized important points.

SAFETY REPORT

Jim McLaughlin stated there was no report.

However, Ted Baer reported (1) need of earthquake anchor for new bookshelf at STA and (2) asphalt installed at bottom of OLR ramp had softened. Chuck Tully will tend to both. Several reported need to have flood lighting and extension cord to light processional path along side of OLR church in evening hours, e.g. Holy Thursday. Chuck Tully will procure light and extension cord and tag and store in church.

PASTORS REPORT

Father Matt did not attend.

OLD BUSINESS

Trees

Chuck Tully reported planting of palm trees had been completed.

STA-SESS passageway

Charles Guenzer and Ted Baer reported that passageway between SAG hospitality center and SESS is not consistently unlocked during out-of-school hours.

Charles presented emails to and from Evelyn Rosa on subject. Ted will meet with Evelyn. Subject folded into later discussion on sod project.

Solar Project

Ted Baer report that on 7/1/14 solicitation is planned to launch for donations to install solar cells. Plan will be submitted to Finance Committee on 4/24/14 for further approval by Fr. Matt. Ted and Katia Reeves will present presentation to B&EM on 6/25/14.

OLR fans

Jerry Lucha reported little progress. He and Chuck Tully will meet with contractor for advice and bid on wall/attic fan behind altar.

SAG inspection

Ted Baer had inspected SAG convent and will forward check list to Chuck Tully. He recommended additional lighting for parking areas at SAG, both at side and in back of school. Jim McLaughlin recommended that the convent be inspected for asbestos.

OLR kneelers

Chuck Tully reported that OLR kneelers had been repaired.

Sodding of SESS play fields

Ted Baer reported on results of meeting at SESS between Ted, Charles Guenzer, Evelyn Rosa and two others from school. It seems too late to stop resodding scheduled for mid-May. No new sprinkler system will be installed. The watering schedule is presently too frequent and will be cut back. (Chuck Tully committed to trying to cut back watering at other sites.)

A long discussion ensued on SESS governance and interaction with parish on school maintenance and use of building. B&EM meeting agenda will be modified to have regular discussion on SESS. There is need for regular meeting with SESS personnel on physical plant.

Ted and Chuck Tully will meet with Evelyn on both inspection report and needs for future interactions.

NEW BUSINESS

OLR floor tile

An area of Spanish floor tile in vestibule at OLR was replaced. The area had felt soft and hollow for awhile and then buckled. The tile is set on thick concrete floor. It is speculated that either there is water damage or adhesive did not set. The replacement used existing stock of tile that does not completely match.

Estimated cost of replacing all tile in vestibule is \$27K. Project put on list of long-term capital projects with low priority. In the meantime, it requires watching.

Officers election

Bill Morrison needs to be replaced as chairman since he now PSC representative.

Helen Baumann agreed to one-year term as chairman. Ted Baer was selected as vice-chairman. Charles Guenzer agreed to one more year as secretary. Unanimous agreement to elect the three.

OPEN DISCUSSION

No open discussion topics.

FAITH SHARING AND PRAYER FOR NEXT MEETING

Helen Baumann will provide prayer for next meeting.

NEXT MEETING DATE

May 28, 2014, 9:30 a.m. at the Pastoral Center.

MEETING ADJOURNED AT 11:10 A.M.

Minutes prepared by Charles Guenzer