

MINUTES
ST. CHARLES BUILDING AND GROUNDS MEETING
Aug. 2, 2024

I. Dan called the meeting to order at 3:00.

Fr. Jim opened the meeting with prayer.

Attendance: Dan Evans, Andrew Havens, Stewart Smith, Roberta Peacock, Fr. Jim Wyse, Tessa Hoffman, Karin Kwiet Darvill and Marilyn Rewa.

II. Consent agenda.

A. Approval of the August 2, 2024 Meeting Agenda.

Roberta made a motion to accept the 8-2-24 meeting agenda as written.
Stewart seconded the motion. The motion passed.

B. Approval of the June 7, 2024 Meeting Minutes.

Tessa made a motion to accept the 6-7-24 meeting minutes.
Drew seconded the motion. The motion passed.

III. Old Business

A. Fr. Jim's Comments from the June 6th meeting.

Changing the wording of the B & G Committee Charter concerning the chairman report by Roberta and Marilyn. Roberta and Marilyn said that because Fr. Jim said that Dan was appointed by him to be the chairman of the B & G Committee because he was a committee member not because he was the custodian and because he was not paid to be on the committee, means that the B & G Committee Charter does not need to be changed.

It was decided that the BGC Charter would be changed to put the pastor in as an ex officio non voting member.

Takeaways: Roberta and Marilyn will check the BGC Charter. If the Pastor is not in there as being an ex officio non-voting member his name will be added to the charter.

B. Folding tables in the Activities Building update

1. Update from Karin if the 5th table was delivered.

Karin said the table has been delivered.

Takeaways: none

III B 2. An update from Stewart from the Knights on the date for cleaning the tables.

Takeaways: Stewart reported that the Knights will be cleaning the tables on Saturday August 10th from 10 AM to 2 PM.

C. Steeple Project Update-possible report by Stewart from the MIHM

Stewart said the project manager, Brady Sack, of the MIHM Co. will meet with him on Wednesday, August 7 at 1 pm. Stewart said anyone who wanted to attend is invited. Brady told him he will bring a drone and take his own pictures. Stewart asked if there have been any leaks since last October and Dan said no.

Takeaways: Stewart has a date with the project manager, Brady Sack, of the MIHM Co. on Wednesday, August 7 at 1 pm.

D. Bell Tower and Brick Wall Project Update.

1. Results of Stewart getting a subcommittee together to work on renderings of a location of the new bell tower and what the bell tower may look like.

Stewart has asked to be taken off that subcommittee and asked that someone who is more knowledgeable in that area be asked to be the head of the subcommittee.

Dan said he talked to Tom Couturier about the new bell tower and Tom said he would be happy to look at what we decide.

Stewart said that Terry Russell suggested we do not have a clapper unless it is a physical clapper like the one at St. Mary's that you actually have a rope that you pull on to make it work.

Roberta suggested we write down what some of the options are that we have discussed to help the subcommittee.

Fr. Jim's idea is to take the existing mental structure off the concrete and brick, then paint the tower, polish the glass, put 4 metal leg extenders on it so it just looks like it has longer legs and put it in the middle of the garden. Then the bell could be fixed or it would be a visual thing and the actual ringing would be electronic.

Stewart suggested if we do what Fr. Jim is suggesting and we put LED lights in it that would be beautiful. If we would put LED lights in the steeple it would look nice.

Karin suggested we talk to a landscape architect for some ideas. She suggested we talk to the designer at Shaner Nursery or Mary Kim Meyer or someone at Sage and Wild on M 91.

Many of the members liked the idea of the bell tower and the steeple being lit again.

Takeaways: Dan will reach out to some people to get some names of people who may be able to help with ideas of what to do with the bell tower.

III D 2 cont.

2. Steps to complete the Bell Tower and Brick Wall Project.

Steps 1 & 2 completed. The shed has been installed behind the rectory. Dan has started cleaning out the old shed.

Takeaways: Dan will continue to clean out the old shed and make a ramp for the new shed.

Step 3 Possible dumpster enclosures-report by Marilyn.

Marilyn reported that she talked to Paul from Straight Line Fence who gave her a quote of \$4,990 plus \$420 if we have to put 7 post cores. The fence would be a white vinyl fence.

Dan and Marilyn also met with Spencer from Grand Rapids Fence. There is a concern about the grade of the land if we put the dumpster in the middle of the lower south end of the parking lot. The grade slopes down where the hill is and also goes to one corner. One of the posts for the doors would be at that corner. Dan's questions are "How would that look? Would it be aesthetically pleasing?"

If we use vinyl there would be a gap either at the top or the bottom of the north east side of the enclosure. If we use wood they can actually cut the wood to make it even with the grade. Spencer said he would send us a rendering that would show us what it would look like if we used wood or vinyl. He also will do a rendering if we put the dumpster enclosure to the south of where the enclosure is now.

Dan said that if we use wood there is more upkeep. With vinyl we could power wash it off once or twice a year to get the grime once off from it.

Takeaways: Dan will continue to clean out the old shed and make a ramp for the new shed.

Step 4 Placement of the dumpster

a. Marilyn reported that she has received a report from City Hall that concluded that even if we lose a net of 3 parking spaces when we put the dumpster enclosure in the middle of the lower south parking lot as long as we fill out the application zoning permit the City will allow it. She thinks the city will be ok with us putting the dumpster enclosure to the south of where the present enclosure is now as far as losing parking places now

because we would only lose 1 parking place. She doesn't know about the location as far as the GFL company is concerned.

b. Report by Dan on the hiring of a snow plowing company and any effects of them putting the extra snow on the dumpster location.

III D 2 Step 4b cont.

Dan reported that Belding Lawn Care has been hired to take care of the snow removal. The owner did not have a problem with the new placement of the dumpster. If we do have a winter with a lot of snow they have an option to remove the excess snow.

Takeaways: none

c. Ordering and delivery of rolling dumpster that will be located in the Act. Bldg. by Dan.

The new dumpster will cost \$900.

Takeaways: none

d. Results of Dan and Karin's discussion on where the money for the rolling dumpster will come from as well as the money for the moving of the shed.

Dan reported that it was decided that the money would come out of the R3 Capital campaign because we need the rolling dumpster as a result of moving the big dumpster to a new location.

e. Marilyn's report regarding City's approval of placement of the dumpster. Covered in III D 2 step 3.

Takeaways: none

E. Amount of money available from the R 3 Capital Campaign to complete the Bell Tower and Brick Wall Project.

Karin reported that we have \$92,741 in the R3 campaign.

Stewart asked if we could take money from the R3 campaign to pay for the AC in the church. After much discussion it was decided that Karin and Roberta would look into the amount of money that is in the Expansion Fund or the Maintenance Fund.

Takeaways: Karin is going to look into the Building Maintenance Fund to see if there is enough money in there to cover the money still needed to fix the AC.

III F. Report from anyone who has walked through more of the St. Charles Campus.

No one has walked through more of the St. Charles Campus. Karin did say that the roofing people came back and fixed the church roof again.

Takeaways: None

III G. Tessa's report on creating one spreadsheet for all the walkthroughs.

III G cont.

Takeaways: Tessa is still working on it.

H. Update on the leak in the confessional- report by Dan

Takeaways: The project is completed.

I. Dan's schedule and what volunteers could help with this summer.

Takeaways: Dan doesn't have a schedule.

J. Update from Fr. Jim's March comments.

1. Report from Dan on fixing the eavestrough above the steps of the front door of the rectory.

Takeaways: Dan will fix the gutter.

2. Update on the rectory needing a new boiler system-Karin.

Takeaways: The new boiler system is done.

3. Update on the Sanctuary project-Fr. Jim

Takeaways: Nothing yet.

K. Results of Ministry Fair in June concerning new members of the B & G Committee.

Marilyn talked with Rosemary and no one volunteered to be a member of the committee.

IV. New Business

A. School Board report by Drew.

There hasn't been a school meeting since June.
Stencils will be freshened up on the parking lot by Katie J and Drew.

Takeaways: none

B. Comments from committee members.

Dan said the security doors and bathrooms will be completed before school starts. Terry Russell is making sure it's done.

Marilyn asked about the dying maple tree to the right of the church entrance.

It was decided that we wait to replace the tree until after the Brick Wall project is completed.

Roberta said 2 parishioners had asked her why the money from the Building Maintenance Fund isn't being used to fix the AC.

Karin said they would get more specific about letting the parishioners know what the money in the Building Maintenance Fund is used for.

Dan is trying to determine what things will have to be replaced during the next several years. Members of the committee should let Dan know if things look like they should be replaced. Roberta brought up the rectory roof and maybe it needs to be replaced.

Takeaways: Dan will talk to Kathy Sisler, a parishioner who is a realtor, for the name of an inspector to check the roof of the rectory to see how long before we will need to replace the roof. The money is in the R3 reserve fund.

Roberta suggested we check into American Classic on M91 and Sydney when we do decide to put a new roof on the rectory.

V. Next meeting Sept.20 in Conference Room 2 at 3 pm

VI. Adjournment.

Stewart made a motion to adjourn the meeting at 4:35.
Drew seconded the motion. The motion was approved.

VII. Fr. Jim said the Closing prayer.

Respectfully submitted by Marilyn Rewa, St. Charles Building and Grounds Secretary