

ST. CHARLES BUILDING AND GROUNDS COMMITTEE  
MEETING MINUTES  
March 8, 2023

I. Fr. Jim called the meeting to order with prayer at 3:17.

Present: Stewart Smith, Fr. Jim Wyse, Marilyn Rewa, Tessa Hoffman and Drew Havens

Absent: Dan Evans, Roberta Peacock, and Karin Kwiet Darvill.

II. Consent agenda.

A. Approval of the March 8, 2024 Agenda.

Drew made a motion to accept the 3-8-24 meeting agenda. Tessa seconded the motion. Motion passed.

B. Approval of the October 6, 2023 Meeting Minutes.  
(Marilyn corrected IIB from July 7, 2023 to August 3, 2023)

Drew made a motion to accept the 10-6-23 meeting minutes. Stewart seconded the motion. Motion passed.

C. Approval of the November 3, 2023 Meeting Minutes.

Stewart made a motion to accept the 11-3-23 meeting minutes. Tessa seconded the motion. Motion passed.

D. Approval of the December 1, 2023 Meeting Minutes.

Stewart made a motion to accept the 12-1-23 meeting minutes. Tessa seconded the motion. Motion passed.

E. Approval of the February 2, 2024 Meeting Minutes (The January meeting was canceled.)

Stewart made a motion to accept the 2-2-24 meeting minutes. Drew seconded the motion. Motion passed.

III. Old Business

A. Folding tables in the Activities Building update

1. Round tables. Roberta's update from Karin concerning how much money is available from the restricted donation.

**Tabled until the April meeting due to Roberta's absence.**

**Takeaways: Roberta will report at the April meeting.**

IIIA cont.

2. Stewart and Dan's updated report on how many rectangular tables need to be replaced or repaired.

Stewart said that he and Dan found 5 irreparable rectangular tables. Stewart suggested we purchase up to 5 tables a year to retire the irreparable tables.

Tessa made a motion to purchase up to 5 tables a year at a cost of up to \$100 a table. Drew seconded the motion. Stewart abstained from voting. Motion passed.

An update from Stewart from the Knights of Columbus on the date for cleaning the tables.

**Takeaways: Stewart will report at the April meeting.**

B. St. Charles Building and Grounds Charter update by Roberta.

**Takeaways: Marilyn will amend the Electronic Meeting Attendance and put it in the Building and Grounds charter.**

C. Steeple Project Update-report by Stewart

Stewart showed a brochure from MIHM Company, they are specialists in church repair and restoration. They have repaired steeples all over the United States. Stewart checked out one of their references. He talked to the maintenance man at the Catholic church in Sault Ste. Marie where the MIHM Co. had repaired their leaking steeple. The man said they did repair their steeple, it was expensive but it hasn't leaked since.

The brochure stated they have their own crane.

Stewart contacted the company and talked to the assistant manager, Bryce. The owner is in Florida and will not be back until the end of March. Stewart sent Bryce the pictures that the company took when they recaulked the windows in our steeple. Stewart gave Bryce the history of the panels blowing off the steeple. Bryce said they will come to St. Charles with a lift and then give us a rock solid recommendation on what they can do to fix the steeple.

**Takeaways: Stewart will report back when he hears more from the MIHM Company,**

D. Bell Tower and Brick Wall Project Update.

1. Dan and Stewart's report of their review of the blueprints to see which ones could be used to assess what impact cutting down the brick wall to about 6 inches above the stairs would have on the stairs and church wall.

Stewart and Dan went over the blueprints and they still don't know what's inside the concrete.

III D 1 cont.

He contacted the Diamond Cutting Co. Stewart thinks they should look at the blueprints to see if there is or isn't rebar in the wall. The company will not be able to work on the project until the fall.

The members did discuss the need to remove the brick before the company could cut the wall down.

**Takeaways: Stewart will get a quote on the electric jackhammer and bit from Harbor Freight which will be needed when we take the brick off the walls.**

Stewart also talked to Mark Pitcher from Pitcher Perfect Excavating and he said the cost to remove all the trash from the site will increase 20% then it did in May of 2022. It will now cost close to \$10,000.

**Takeaways: Stewart will get a quote on the electric jackhammer and bit from Harbor Freight**

**Takeaways:** On Fr. Jim's recommendation Stewart will ask Bob Thompson for the name of an engineer that may be able to help us.

2. 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.

**Takeaways: Stewart will talk to Karin Kwiet Darvill about people in the parish who would be knowledgeable to be on the subcommittee.**

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

Marilyn sent the spreadsheet to Tessa that she had created for the walkthrough on October 6, 2023.

Tessa's report on creating one spreadsheet for all the walkthroughs. No one has done any more on the walkthrough.

**Takeaways: Tessa will work on it before the April meeting.**

F. Update from Fr. Jim's February comments.

1. Report from Dan on installing a new handrail at the steps of the front door of the rectory.

No quotes for the handrails at the rectory yet. Fr. Jim said as long as the handrail is fixed by next fall it should be good. He did say that water leaks onto the middle step leading up to the front steps.

**Takeaways: Stewart will take a look at the eaves trough.**

2. Safety enhancement for the preschool and kindergarten that Mr. Saladin is doing.

III F 2 cont.

Fr. Jim said the safety enhancement has been completed. They are waiting for the inspector to come and approve the changes. Fr. Jim asked that we think about how to manage when the gate is locked and when it's not.

**Takeaways: Bring ideas at the next meeting.**

G. Update from Committee members comments.

Report from Dan concerning the pilot light on the steam table being cleaned.

The pilot light was cleaned and still operating as it should. Dan will keep a nose out for any gas smell in the Act, Bldg kitchen,

IV. New Business

A. School Board report by Drew.

Drew reported that there has not been any official recommendations from the school board at this time. He did report the Servathon goal was \$50,000 and they currently have \$65,024.95.

**Takeaways: Drew will report at the B & G April 5th meeting the results of the March 11th School Board meeting.**

B. Comments from Fr. Jim

Update on the rectory needing a new boiler system. Fr. Jim said Terry Russell said it is working for the time being but it will need to be replaced soon.

**Takeaways:** Marilyn will talk to Dan about meeting with Terry and the boiler installer to decide what to do before next winter.

Fr. Jim talked about the sanctuary project which would involve putting the crucifix in the sanctuary and other updates. A report was sent to the diocese Art and Architecture Committee and they should be hearing back from them soon. He said there would be no renovations if the parish wouldn't support them.

C. No comments from committee members,

V. Next meeting **Friday April 5th at 3 pm** in Conference Room 2.

VI. Adjournment

Drew made a motion to adjourn the meeting. Stewart seconded. Motion passed.

VII. Closing prayer said by Marilyn at 4:20.

Respectfully submitted by Marilyn Rewa, B & G secretary, March 30, 2024