

MINUTES
ST. CHARLES BUILDING AND GROUNDS MEETING
Sept. 20, 2024

- I. Dan called the meeting to order at 3:03.

Fr. Jim opened the meeting with prayer.

Attendance: Dan Evans, Andrew Havens, Stewart Smith, Roberta Peacock, Fr. Jim Wyse, Tessa Hoffman @ 3:25, Karin Kwiet Darvill and Marilyn Rewa.

Non member: The St. Charles custodian Danielle

New members: Terry Russell and Michael Russell

- II. Consent agenda.

- A. Approval of the Sept. 20, 2024 Meeting Agenda.

Roberta made a motion to accept the 9-20-24 meeting agenda as written.
Drew seconded the motion. The motion passed.

- B. Approval of the Aug. 2, 2024 Meeting Minutes.

Drew made a motion to accept the 8-2-24 meeting minutes.
Roberta seconded the motion. The motion passed.

- III. Old Business

- A. Changing the wording of the B & G Committee Charter concerning the chairman by Roberta and Marilyn

Fr. Jim wants the wording to be changed to "**The pastor** and the Business Manager shall serve as ex officio, non-members on the BGC.

Take-aways: Marilyn will do this.

- B. An update from Stewart from the Knights cleaning the Athletic Building tables.

On August 10th 4 K of C members cleaned the tables. Due to mechanical malfunctioning of the pressure washer they could only do about half of the tables.

Stewart said the pressure washer did a great job of cleaning the tables.
Kevin Norton, the KC Grand Knight, told Stewart he will be scheduling a future date for the Knights to finish the tables.

Stewart did say they found a couple of tables that could not be fixed. Dan said he also found another table that may not be able to be fixed.

III C. Steeple Project Update- report by Stewart from the MIHM Co., Brady Sack's meeting with him on August 7.

Stewart talked to Brady Sack about the footage from the drone. Brady told him the owner of the company who does the scheduling of the jobs looked at the results but hasn't commented on them yet.

Stewart said the leaking problem seems to be due to a gap where the siding comes together on the steeple. It leaks there only when there is a rainstorm out of the southeast. The quote that Stewart has for caulking all 4 sides is \$28,000.

Take-Aways: Stewart will call Brady in a couple of weeks for an update.

D. Bell Tower and Brick Wall Project Update.

1. Dan's report on reaching out to new people that would have ideas for the bell tower. This was not discussed.

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

Dan said we have to figure out what the new bell tower is going to look like. Roberta pointed out that we have to find out what is underneath the bell tower before we can go any further.

Terry said if we put the correct control system we can still use the bell that we have. Father wants to use the existing bell. His suggestion is we take the metal structure off the brick structure, put four leg extensions on it and put it in the middle of the garden with lights on it and then fix the Bell system properly. He said it will retain the history and look very nice.

Dan asked Stewart for a recap of where we are on this project. He said this is the 3rd year of us trying to do this. After Stewart interviewed 4 or 5 companies to figure out how to stop the bricks from falling off and replace the ones that have fallen off we found none of them were cost effective.

The current plan is to strip the brick off and remove the wall in 24 inch sections about 8 inches above the stair treads and have it flattened off there, so we still would maintain the integrity of that wall. We would then have a black wrought iron fence put on top of the wall. Before we can do anything to the wall a decision has to be made on the relocation of the dumpster and the shed behind the dumpster. A new shed has been placed behind the rectory which has taken care of that part of the problem.

The question still remains where the dumpster is going to be placed. It was brought up that we didn't know that we could put a top on the enclosure because of the way it has to be dumped. Mike said at his brother-in-law's business the garbage truck backs up, dumps the dumpster and then puts it back into the enclosure.

III D 2 cont.

In the discussion that followed it was decided that we would look at the feasibility of:

Removing the bell tower to do the cap work and storing the bell tower in a safe place.

Removing all of whatever is inside the bell tower.

Reinforcing the brick structure.

Putting the dumpster inside the structure holding up the bell tower

Terry said he and Michael could pop some of the brick off to see how far down the brick wall is. If it is an 8 inch poured wall, then we hire a saw cutting company to come in and cut. He has used some of the other saw cutting companies to do this kind of work.

Drew made a motion to have Terry and Michael Russell drill and explore the foundation of the structure underneath the bell tower to determine what the next steps are for the Bell and Brick Wall project. Tessa seconded the motion. The motion passed unanimously.

Takeaways: Terry and Michael Russell will drill and explore the foundation of the structure underneath the bell tower to determine what the next steps are for the Bell and Brick Wall project on Monday, Sept. 23.

Step 4 Placement of the dumpster

Danielle, who is the custodian, talked about her concerns if the plan falls through to place the dumpster inside the present structure holding the bell tower. Her concerns are: poor lighting, even if cameras were there it would still be dark. Sometimes she is uncomfortable out there after dark because of the fights and arguments that occur across the street and on the corner, animals inside the dumpster enclosure or the ice in the winter.. That is with the dumpster where it is located right now. She said it will be worse if we move it further to the south. She asked us to consider her concerns if we can't put the dumpster under the bell tower.

It was decided we need to improve the lighting in the lower parking lot.

A suggestion was made to put a security motion light on the Faith Formation Center.

E. Dan's report of the ordering and delivery of rolling dumpster for the Act. Bldg.

Danielle said at this point in time she doesn't need the rolling dumpster because the carts she has work well. She is not sure how they will work in the winter.

Drew made a motion to defer on buying a rolling dumpster until Danielle decides we need one. Tessa seconded the motion. The motion passed unanimously.

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

- Drew suggested we trim the trees along the sidewalks.
- III G. Tessa's report on creating one spreadsheet for all the walkthroughs.

Tessa has it half done. When she finishes it she will give it to Dan and he will prioritize it.

Takeaways: We will not do another walkthrough until after Tessa has finished the spreadsheet, the items are prioritized by Dan and some of the items have been completed.

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

**Takeaway: Dan will have the eavestrough completed by October 18th.
He will have the shed ramp and the shelves built by October 4th.**

Fr. Jim asked Dan to fix the mailbox on his front porch.

Takeaway: Dan will put it on his list.

- I. Updates on comments from committee members from the August 2nd meeting.

1. Report on fixing the AC in the church and where the money is coming from to pay for it from Karin or Dan.

Dan said that the AC in the church is being worked on and should be completed by Sept. 25th.

2. Update by Dan on hiring an inspector to determine when a new roof will be needed for the rectory.

Dan hasn't done that yet.

Takeaway: Dan will be hiring an inspector in the near future.

3. Comments by anyone on things that may need to be replaced in the next several years.

Dan said he received a list from Karin of capital expenses that gives the dates items were purchased and projected dates of when some of them will need to be looked at again for possible replacement. This will be used for budgeting issues.

Stewart suggested we look at the fogging of the windows in the Narthex and the window by the St. Joseph statue inside the church.

Marilyn said we had planned to resurface the lower parking lot last summer. It was decided we would wait until after the Brick Wall/Bell Tower Project is completed before we do that.

III I. 3 cont.

Michael brought up the fact that the cast iron pipes that are located above the ceiling in the preschool room and below the bathroom in the vestry are cracked and will need to be replaced. There is no leaking yet.

Takeaway: Michael will get a quote together on how much it will cost to replace the pipes.

J. Update on the Sanctuary project-Fr. Jim

Father Jim: Nothing yet but it hasn't been forgotten.

IV. New Business

A. School Board report by Drew.

Drew said there hasn't been a School Board meeting since July. Tonya Saladin, the principal, has been looking into some type of shade cantilevers from the company, Sinclair Recreation in Holland for the playground shading. The money would come from the restricted EANS Funding that has to be used or lost. They have also been moving forward on the signage for the school. The city is not allowing them to rotate (turn the sign 90 degrees) the welcome sign at the front of the school. So they are working on putting the sign on the wall of the building that would fit within their restrictions, and then getting a new quote for that. The funding for this will come from prior years serve-a-thons.

B. Comments from committee members.

Roberta brought up the fact that she saw bat droppings on the altar and on the pew she was sitting in a few weeks ago.

Dan said that in order for us to get rid of the bats the bat removal company has to close every hole in the church at a cost of \$125,000 to \$130,000. Dan looked into other remedies. None of them were feasible. Stewart said at the Discovery Center Museum in Vanderbilt they put bay leaves into little bags and put them in the rafters to keep the bats away.

Takeaways: Jennifer will order the bay leaves, Roberta and Marilyn will put the bags together. Dan will put them up in the church.

V. Next meeting **November 8** in Conference Room 2 at **3 pm**.

VI. Adjournment.

Roberta made a motion to adjourn the meeting at 5:04. Tessa seconded the motion. The motion passed unanimously.

VII. Roberta said the closing prayer.

Respectfully Submitted by Marilyn Rewa, St. Charles Building and Grounds Secretary, October 28, 2024