

St. Vincent de Paul Maintenance Meeting Notes
October 14, 2020

	Dave Brown		Randy Klein		Raul Lopez
	Jim Mattingly		Dave Rouchka		Rob Rollings
	Fr. Joe		Fr. Dave		
	AGENDA TOPIC		DISCUSSION SUMMARY		Action
	Welcome new member		Rob Rollings		
	Opening Prayer				
	St. Patrick Chapel		Hand rails in front of church and additional handrail for Business office <i>Attachments</i> <ul style="list-style-type: none"> • Al's Welding • W&M Welding 		Randy Klein will call another contractor to look at it. David Brown will be back up if the person has any questions. Discussion seemed to point toward replacement since they have been repaired once already.
			Water from drain in basement no longer collects on sidewalk but now goes under sidewalk. Thanks to Dave Brown and helpers. (Sept. Worker Day Project)		Dave Brown recommended S&S Construction to cut across sidewalk for the other downspout water to go into a drain that is laid across the sidewalk. Fr. Joe will follow up.
			A puddle is forming and shortly thereafter disappearing in front of Sr. Mary Ruth Wand's closet in her suite. Needs immediate attention. The second time...first time was worse (more water; noise) second time a wet spot and not there as long.		Jim Mattingly will work on this.
			Carpeting in chapel. Does it simply need cleaning or is it time to consider replacing?		The carpeting was put in about the same time as Sacred Heart renovation which would be 2005. 15 years. Questions for finance council: shampoo and reevaluate or plan for a change out and if so, when?
	St. John Chapel		Fan and hanging light closest to the main door needs to be recalibrated. Doug Benitz usually does it.		Randy or Fr Joe to contact Doug Benitz to see if fan/light can be recalibrated. If so do so; if not let us know recommendation for next steps.

Sacred Heart Chapel	<p>All doors in the Parish Center now have security windows installed.</p> <p><i>Discussion:</i> There are two goods that are competing against each other when it comes to windows in doors; active shooters and safe environment. We have the windows for safe environment. We find ways to keep a covering above them that we can drop in case of active shooter.</p>	<p>Action: Fr Joe will call Sandy Rangitsch to make a hanging for above the window that Jim can install.</p>
	<p>Bats: exterminator came by and sprayed for crickets; we now leave ceiling lights on throughout the night and it seems to have worked.</p>	<p>Dave Rouchka and Chad Damlo will work on installing LED bulbs in the lights that are in choir loft, allow those track lights to be aimed toward the ceiling and be place on a dusk to dawn timer. We turn on the spot lights in the front of church and chandeliers in the vestibule of church and then the church should be lit with LED lights through the night to keep bats out of the church proper due to lights on.</p>
	<p>A/C has needed Chad Damlo's assistance probably 8-10 times this summer and fall. We moved adoration out of chapel and to Parish Center because we realized system is not meant to run all day.</p>	<p>Dave Rouchka calling Mike Smith to add water softener to the AC unit.</p>
	<p>Fr Joe has two parishioners who want to meet about sound system and another who wants to talk to him about donating toward a better sound system (from a year ago.)</p>	<p>Rob Rollings asked about the quote he helped secure. Fr Joe still has it. Fr Joe will meet with the two parishioners inquiring about it. Will take it to Finance Council to prioritize.</p>
	<p>Do the yard lights by parish office/rectory work? Can they?</p>	<p>Dave Rouchka talking to Chad Damlo to see if they can work; switch to turn on is in the basement of rectory; will show the priests where switch is and if the switch turns on a dusk to dawn light. If they do work, Luis will work on getting them to</p>

		look nice; if they do not work, we will remove them.
Business Office	Dee wants something on windows on either side of doors to block the sunlight. Hits the floor and then blinds her at her desk.	Due to time, this item was not discussed at commission meeting; we will continue with this through e-mail and phone conversation. If you know of a tint place in town, let Fr Joe know for bid.
Maintenance Checks by Month for each location.	Last time we met we agreed we would look at what needs to be done and in which month it should be accomplished so we are not overlooking maintenance issues. Does anyone have any of these to include this for this meeting?	St John has their list complete and given to Fr Joe. Still working on St Patrick and Sacred Heart including the school and business office.
Committees under Maintenance Commission	<p>1. Long Range Planning of School. Liaison to Maintenance Commission: Rob Rollings.</p> <ul style="list-style-type: none"> • Rob will give a LRP report at each Commission meeting and is a member of the Maintenance Commission. <p>2. Ongoing Maintenance Projects at School. Liaison to Maintenance Commission: Dr. Register to provide a name. This person will give a report at each Commission meeting and will be a member of the Maintenance Commission</p>	<p>Rob has a report that he shared with Fr Joe and will report at next Maintenance Commission meeting.</p> <p>This committee will not be formed until after the first of the year.</p>
	Do we need a groundskeeper?	Due to time, this item was not discussed however we will keep discussion going.
New Item	Water getting into confessional at Sacred Heart.	Dave Brown cleaned out gutters and looked at it. Fr Joe will call Kevin Gross to look at it; he has recently repaired two sections of the roof at school.
Next Meeting December 16, 6:30pm Parish Center West Room CLOSING PRAYER		