

**St. John Baptist De La Salle Building and Maintenance Team**  
**Monthly Meeting Minutes**

**Date: January 6, 2010**

Attendance: Fr. Michael, John Grassinger, Jeff Hope, Rick Hope John Sheffler,

Items Reviewed:

1. Final discussion regarding the re-pointing, repairing and sealing of the church brickwork. Team reviewed additional options including a review of a sealing material recommended by Westmoreland Supply called Geocel Water Seal. Team was in agreement to proceed in the spring of 2010 as follows:
  - Complete the re-pointing, and sealing of the brick.
  - Have two copper caps made for the two pilasters located at the corners of the church building where the scuppers and down spouts are located. These are the two that always have the most severe weather damage.
  - Team will apply the Geocel product to the remaining 17 pilasters that are less susceptible to the weather damage.
  - Team modified the decision slightly in regards to the pilaster vents. It was decided to add a vent into the worst pilaster (excluding the two at the roof scuppers) to see if it will make a difference compared to those that will not be done.
2. Rubberized roof repair as discussed in the previous meeting (Nov '09) will proceed as planned as soon as weather permits.
3. Skylight repairs have been put on hold. Since the November meeting, the B & M team has physically located two leaks that are in the copper flashing and not the skylight. Last repair to the skylight is still holding. Team made an attempt to repair leaks and was successful with the leak located in the lower right side corner. Team will go back and repair the upper right side leak when weather permits.
4. Susich Plumbing returned and re-video taped the crushed drain pipe behind the church. Fr. Michael in possession of the video. Project placed on the long term large project list.
5. Replacement of the HVAC unit in the rectory needs to proceed this spring. Team will obtain 3-4 bids for the project as soon as possible.
6. A request has been made for the B&M team to look at the social hall stairwell step treads to see if they should be replaced. This will be reviewed and a recommendation will be made.

7. Fr. Michael requested that the team look into the possibility of adding a door closer on the vestibule restroom and sacristy doors. Team will also review this item.
8. The inspector raised the question as to whether the social hall dishwasher temperature is at a high enough temperature. Team will verify if the inspector was made aware of the high temperature booster on the water heater that is engaged when the dishwasher is used.

**Next workday this Sunday Jan. 10<sup>th</sup> 2:00pm to remove Christmas trees.**

Thanks as always for making this ministry a success! God Bless,  
John Sheffler

## **Open List of Projects as of 01/06/10**

- 1) Door latch on dishwasher is non-existent and needs replaced. (Parts received and we need Stainless strike)
- 2) Disconnect for 3 phase power to the coffee maker needs to be installed.
- 3) Concrete to be replaced in front of the dumpsters where driveway drain is located.
- 4) Install ramp light. Dusk to dawn light.
- 5) Complete ceiling patch in stairwell.
- 6) Small stairwell light at the bottom.
- 7) Repair burned out wall washers.
- 8) Repair outside stair handrails.
- 9) Paint outside stair handrails. (Bids requested from painting contractor)
- 10) Replace door closers on main wood doors in church.
- 11) Place furnace fan interlock relay in junction box
- 12) Fire Extinguisher for work sacristy
- 13) Replace weather stripping on front church doors.
- 14) Replace floor in rectory kitchen.
- 15) Remove stump near pavilion.
- 16) Add under counter lighting in rectory kitchen.
- 17) Leak in skylight over altar in church.
- 18) Review coolant lines in church. Two more leaks reported.
- 19) Replace globe and possibly electric eye on light in front of Rectory.
- 20) We need to find material to reupholster several of the kneelers in the church.
- 21) Replace deteriorated retaining wall and add one on opposite side of the Rectory Drive.
- 22) Repair stairwell step treads.
- 23) Add small spacer feet to prevent wood on the base of the Alter from splitting.
- 24) New pulley system for the Advent Wreath in front of the sanctuary.
- 25) Add door closers for vestibule restroom door and one for the Sacristy door.

## **Large Projects**

- 1) Move Baptismal font to church entrance.
- 2) Replacement HVAC unit for the rectory.
- 3) Relocation of the music ministry.
- 4) Church masonry re-pointing.
- 5) Rubberized roof replacement for the church.
- 6) Garage annex for equipment storage.
- 7) Improve handicapped parking in front of church.