



STA BUILDING AND EQUIPMENT MAINTENANCE MINISTRY

MISSION STATEMENT

The Saint Thomas Aquinas Parish Building and Equipment Maintenance Ministry inspects, ascertains the needs for upkeep, repairs, renewals and/or changes for all parish plant facilities. This ministry incorporates the Safety Ministry and the Carbon Footprint Ministry within its responsibilities.

MINUTES OF MEETING OF MARCH 26, 2014

CALLED TO ORDER AT 9:34 AM BY CHAIRMAN BILL MORRISON AT THE PASTORAL CENTER.

MEMBERS AND GUESTS PRESENT

MEMBERS

Bill Morrison, Chairman
Chuck Tully, STA Business Manager
Charles Guenzer, Secretary
Ted Baer
Jerry Lucha
Katia Reeves
Paul Titterton

GUESTS

none

OPENING PRAYER

Prayer by Ted Baer in the absence of the designated prayer giver.

MEETING AGENDA REVIEWED

Draft agenda was approved.

REVIEW AND APPROVAL OF MINUTES

Minutes as amended prior to meeting were approved.

REPORT FROM PSC REPRESENTATIVE

Jerry Lucha reported in absence of Jim McLaughlin.

SAFETY REPORT

No report

PASTORS REPORT

Father Matt did not attend.

OLD BUSINESS

Trees

Chuck Tully reported that one of two pindo palms has been planted on side of OLR church facing Dermody center. Another will shortly be planted. A Mediterranean palm is planned for near term planting.

Katia Reeves reported that tree planting is delayed in view of drought and that tree program is negative in its plan to replace each felled with two replacements.

STA-SESS passageway

Despite promises from SESS, the passageway gate is not being routinely unlocked on weekends or in the evenings. It is important to also unlock the gate to the back parking lot on weekends to defuse parking complaints from neighbors who have become visible with SESS enlargement and Palo Alto occupancy permit.

Charles Guenzer delegated to send reminder email to SESS principal, Evelyn Rosa.

OLR Inspection Report

Chuck Tully reported that a few minor items remain to be done. Asphalt has been filled into part of the plant box at the bottom of the ramp to facilitate passage.

OLR hall sign

Chuck Tully reported that the sign for movement of OLR hall wall was ready to be mounted on wall but seems to have disappeared. He will have another sign printed, framed, and screwed to wall. He will try to print multiple portable copies and display them in new rack near door.

OLR fans

Jerry Lucha and Chuck Tully have found two good locations behind partition wall at OLR church for mounting attic fan, one location exhausting over Cowper, the other over the hall kitchen. Cost is estimated at \$500 to \$2000. Chuck will bring in HVAC contract for advice and bid.

Attic fan may be somewhat loud so plan is to operate it only before or between services. Ceiling fans do not effectively remove hot air and face uncertain scrutiny from diocese.

SAG inspection

Ted Baer and Chuck Tully agreed that the convent should be the next SAG facility inspected.

NEW BUSINESS

PSC election

Because of term limits, it is strongly desired to replace B&EM representative to PSC. Bill Morrison was elected new PSC representative with understanding that he would resign as B&EM chairman after May meeting.

OLR kneelers

Chuck Tully will investigate reports of broken hinges on some kneelers.

Sodding of SESS play fields

Ted Baer reports that SESS has apparently obtained funding to resod the playing fields in back of the school and want to replace sprinkler system at same time. After much discussion about the timing and perception of increased water usage during drought, it was moved and seconded that Bill Morrison would prepare an email stating that B&EM strongly recommends that sodding and sprinkler system be postponed until state and local water reduction programs are suspended. Email to be sent to Fr. Matt with copy to SESS principal, Evelyn Rosa.

OPEN DISCUSSION

The B&EM committee needs new members. It was recommended that a solicitation be placed in bulletin. No decision on whom to submit solicitation.

Paul Titterton stated that remodelling at STA church looks very good and recommended that B&EM should commend the group over several years promoting the work.

Charles Guenzer delegated to contact Chris and Nora Lundin for inclusion of a commendation in paper and on-line bulletins.

FAITH SHARING AND PRAYER FOR NEXT MEETING

Paul Titterton will provide prayer for next meeting.

NEXT MEETING DATE

April 23, 2014, 9:30 a.m. at the Pastoral Center.

MEETING ADJOURNED AT 10:50 A.M.

Minutes prepared by Charles Guenzer