

Church of Our Saviour
Buildings and Grounds Committee Meeting Minutes
July 21, 2025

Present:

Jerome Themig, Phil Sellers, Joseph Ratliff, Dana Berry, Chad West (departed 5:45 pm), Marilyn Lunnemann, Ray DePauw,

Absent: Sean Evans, Adam Haas, Father Joe Ring, Father Zach Patibandla

Call to Order

The meeting was called to order by Jerome Themig at 5:00 p.m. in the parish administration center lower meeting room.

Opening Prayer

Ray DePauw opened the meeting with a prayer.

Welcome and Member Sharing

Jerome Themig welcomed all members who then shared whether they had ever traveled to Alaska.

Approval of Prior Meeting Minutes

Minutes of the June 9, 2025 meeting were unanimously approved after a motion made by Dana Berry and seconded by Ray DePauw.

Centennial Capital Campaign Committee Update

Ray DePauw and Jerome Themig shared that leadership and membership had been established for all committees. Ray shared that the campaign motto and rationale had been drafted by the Communications team. Marilyn Lunnemann shared that she had requested the committee consider a slight change in the rationale of “spiritual home” to make it more apparent the campaign was for the entire campus. Ray had agreed with the request which is under consideration.

Gutter Flashing – Grade School West Entrance

Chad West and Ray DePauw led a discussion regarding a solution to remedy the 20’ section north of the west entrance where water is not flowing the correct direction. Ray noted that he had spoken with Steve Wayne and Dave Hauser. It was noted that the trench drain is clear but the gutter cannot handle the flow of water. The consensus is to add a task to the task tracker for the Minute Men to repatch the gutter.

School Parking Lots Maintenance

Jerome Themig shared that he has been in communication with the contractor regarding the timing of the crack repair and reseal project. The contractor ensured him it would be completed by the start of school. Current projection for the start was the end of the July 28th week or early the following week.

Budget Update

Marilyn Lunnemann shared that Fritzie Wagner has been out of the office and an update was not available.

Review / Prioritize Task Tracker

Members reviewed the task tracker by detail line noting the following single update to be made by Marilyn Lunnemann:

Mark ‘Completed’:

#167 – NW Corner West Playground – Install Right to Life signage.

It was noted that the rectory basement lighting project had been completed as well as the electrical work. The basement is now well lit. It was also noted that some rectory porch surfaces not painted by the contractor will be painted by the Minute Men.

Minute Maids Update

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Marilyn Lunnemann shared minute maids were few in number but were faithful with cleaning in the parish administrative offices, supplementing the church cleaning and maintain flower beds at both locations. Ray DePauw asked what the Minute Men could do to help. It was agreed that they could manage the dead heading of the rose bushes.

Minute Men Update

Ray DePauw shared he continued to be impressed by the work of the many volunteers. There are times it is a challenge to keep everyone busy. He also shared that Mike Cors, an electrician, planned to join next year after his retirement.

Deferred Maintenance Document (First Project)

Jerome Themig led a member discussion related to recommendations for which projects should receive top priority. Members concluded the first priority should be the parish administrative office's roof with the second priority being concrete repair "hot spots". Phil Sellers agreed to contact Mortenson to obtain an updated bid for all roofing north of the courtyard wall, inclusive of the flat roof, and the previously identified valley repair between the dining room and living room. Members desired Phil to obtain their recommendation of tile vs. steel roofing for the replacement work. Dana Berry agreed to review and prioritize his list of needed concrete repairs and then contact a concrete contractor regarding the highest priority repairs.

Project Proposals

Jerome Themig reviewed the list included in the agenda noting the following:

- 220 Brown Street - Jerome provided a status update.
- CEDG Solar Project – Jerome to contact Mission Energies regarding the church to see if there is a low risk 3rd party option available.
- Energy Audit Review \$500 Grant – Ameren no longer making recommendations based upon liability exposure. Dana Berry recommended we pursue project to replace fluorescent bulbs with LED bulbs which would qualify for the grant. Dana will follow-up with estimates. Jerome will contact Ameren to see if they have a program that would assist as well.
- Evaluation of Custodial Responsibilities – General discussion regarding effectiveness of current procedures.

Open Agenda Items

Dana Berry shared the property line between the old McClelland Hall and the Morgan County Health Department needs to be researched and documented as it appears the school buses park on property owned by the health department.

Ray DePauw shared that Lomelino Signs could provide panels to cover the church front doors at a cost of \$400/ panel. There are four panels per door. He was going to speak with Reg Ankrom regarding the possibility of putting the campaign logo on the doors.

Next Meeting Date: The next meeting date will be September 8, 2025 at 5:00 p.m. in the parish administration center lower meeting room.

Adjournment and Closing Prayer:

Jerome Themig adjourned the meeting at 6:52 p.m. and Ray DePauw led members in reciting the Hail Mary prayer.

Dated: July 21, 2025

Respectfully Submitted,
Marilyn Lunnemann, Secretary