

**Church of Our Saviour**  
*Buildings and Grounds Committee Meeting Minutes*  
February 3, 2025

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**Present:**

Jerome Themig, Adam Haas, Joseph Ratliff, Phil Sellers, Marilyn Lunnemann, Ray DePauw, Father Joe Ring

**Absent:** Dana Berry, Chad West, Sean Evans, Father Zach Patibandla

**Call to Order**

The meeting was called to order by Jerome Themig at 5:04 p.m. in the parish administration center lower meeting room.

**Opening Prayer**

Members recited "Opening Prayer", copies of which were provided by Fr. Joe Ring.

**Welcome and Member Sharing**

Jerome Themig welcomed all members who then shared whether they would be cheering on the Eagles or the Chiefs in the Super Bowl.

**Approval of Prior Meeting Minutes**

Minutes of the January 9, 2025 meeting were unanimously approved after a motion made by Phil Sellers and seconded by Adam Haas.

**Centennial Capital Campaign Committee Recommendations**

Joseph Ratliff, Jerome Themig, Ray DePauw, Adam Haas and Father Joe Ring shared information they had shared with the committee at their January 29<sup>th</sup> meeting as well as their thoughts related to the meeting. Joseph shared that input from his peer group had been to prioritize building of spiritual community. He noted that Bell Tower Bites provided some venue; however, his peers believe that a gathering space in the back of church would work better if one were feasible based upon conservative management of financial support. Ray and Adam provided positive feedback from the meeting. Ray also noted that a gathering space within the existing church structure with removal of the back several rows of pews could also improve the church entry. He also noted that it would be a great way for parishioners to have visibility of improvements resulting from the campaign. Jerome shared he had presented the list of identified repairs by building structure that had been created from the Buildings and Grounds Committee work and estimates related thereto. He noted that this document would be updated as priorities are updated based upon the results of the feasibility study. Jerome shared that the committee is recommending Church Development be contracted to perform the feasibility study. The committee was pleased to learn that a revised estimate for Church Development to lead the campaign was \$80k, a considerable reduction from the initial estimate. Father Joe shared that he had been tasked with keeping the parishioners updated on the upcoming campaign through bulletin articles.

**Campaign Building and Grounds Assessment**

Jerome Themig distributed the list that had been presented to the Centennial Capital Campaign Committee. A more in-depth review of the list will be on the agenda for our next meeting.

**CEDG Solar Project**

Jerome Themig shared a proposal dated 1/24/25 from Clean Energy Design Group for the church and the school. The proposal reflected an initial year net outlay of \$5,707 after incentives and rebates with annual savings estimated to be 75% of the church electrical costs and 25% of the school's cost. After outlay's for annual overhead and insurance costs, annual savings in year two and beyond would be greater than \$12k per year. Jerome plans to review the proposal with Greg Fleck of the Diocese for his feedback. Jerome did share that panels need summertime sun when first installed to maximize their potential. After member discussion regarding rebate guarantees and installation technique, two additional follow-up items were noted. First, to determine what guarantee, if any, exists regarding the rebates presented in the proposal. Second, to ascertain that the school flat roof would support the panels.

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### **Energy Audit Review**

Jerome Themig shared that Colby May of Energy for Purpose led a video meeting with himself, Fr. Joe, Fritzie Wagner, and Aiden Meyer of Faith in Place to review the energy audit review conducted last fall. He shared that the biggest savings could be achieved through not heating / cooling unused zones, installing smart thermostats and transitioning from fluorescent to LED light bulbs. He further shared that Faith in Place will provide the parish with a \$500 grant to achieve lower cost solutions. Jerome has also reached out to an Ameren small business consultant contact provided by Faith in Place. Fr. Joe shared that the rectory did not qualify for an Ameren efficiency review based upon the application he had completed last month.

### **Budget Update**

Marilyn Lunnemann shared the Summary of Budgeted and Actual Expenses as of January 31, 2025. She shared that notable increments in January were for school supplies and school repairs and maintenance. For supplies, the expense resulted from the normal restocking of soaps, toilet paper and filters. For repairs and maintenance, there had been a railing repair in the school.

### **Review / Prioritize Task Tracker**

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

Mark as Completed:

193 – Admin Offices – Replacement of skid treads on entrance way ramp

169 – Rectory – 1<sup>st</sup> floor bathroom remodel

Special recognition was given to Dan Keesee for putting in the shower doors, given the less than square aspects of the rectory bathroom. He also installed the blinds.

Regarding #198, Phil Sellers shared that he had spoken to Les Ballenger, Superintendent of Municipal Services, who agreed his team would check into the Hardin Avenue sidewalk issue.

Gratitude was expressed for Ron Lunnemann, Tom Alcott, and Chad West completing the third quarter property self-inspection process earlier in the day.

### **Minute Maids Update**

Marilyn Lunnemann shared Kim Stewart joined the Minute Maids. The Maids, while focused on deep cleaning the parish administration building, were also looking at storage options to improve the church vestibule.

### **Minute Men Update**

Ray DePauw shared the Minute Men welcomed Dave Hauser as a new member. He shared that the men had accomplished tightening the screws on every kneeler in the church. They had also replaced the fluorescent bulbs in Laura DeFrain's office with LED bulbs, making it much brighter and more energy efficient. Ray also shared that he had spoken with Margaret Little regarding the acquisition of a new cordless vacuum for usage in the church. In response to Fr. Joe Ring's inquiry, Ray shared that the next step on the east lot would be to kill off growth in the spring.

### **Passive Project Proposals**

Jerome Themig provided a recap of the projects that are currently in a passive state awaiting the availability of resources to schedule.

### **Open Agenda Items**

Adam Haas shared that at the last Pastoral Council meeting, Bill Poole mentioned a parishioner's concern regarding the poor lighting in the parking lot available after evening Mass during winter months. Members discussed and agreed that this should be addressed, noting that we have until next fall to remedy the situation. Jerome Themig agreed to contact Ameren to explore the placement of a pole in the corner with a spotlight illuminating the parking lot. Jerome asked this to be placed on the task tracker.

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**Next Meeting Date:** The next meeting date was set for Thursday, March 13, 2025 at 6:15 p.m. in the parish administration center lower meeting room.

**Adjournment and Closing Prayer:**

Jerome Themig adjourned the meeting at 6:08 p.m. and Fr. Joe Ring led members in closing prayer.

Dated: February 3, 2025

Respectfully Submitted,  
Marilyn Lunnemann, Secretary