

**Minutes  
Holy Spirit Parish  
Buildings and Grounds  
January 23, 2017**

Present: Bob Buchinger, Tom Langenhuizen, John Heck, Sherrie Grogan, Patty Vande Voort,  
Dave Hoh, Nick Josephson, Sharon Hibbard

Began meeting with a tour of the 2<sup>nd</sup> floor of the Kimberly School to discuss the next school year space needs for KASD. They are requesting 3 additional classrooms for 2017/18

Prayer by John

Approval of Minutes: Tom, second Sherrie

Motion by Tom; 2<sup>nd</sup> Nick: Inform Bob Mayfield that we will work with them to accommodate their needs on the second floor of the Kimberly school building. We will conduct a space study with Mc Mahon to determine how we can best utilize all Holy Spirit Buildings to accommodate our parish, school and faith formation needs. We will take into consideration the input of staff, costs and practicality of the options.

Darboy Church attic venting: John Goodman from Security Luebke felt the issue of moisture in the attic was not roof venting but a heat loss issue. He did not feel comfortable performing the expensive roof repair without further investigation. He recommended an independent inspector be brought in. It was discovered that an exhaust pipe in the boiler room had disconnected and heat was escaping through an old chimney that had not been capped off from a previous heating system. This was blowing hot air into the attic causing the moisture. Remedies are being made and we will monitor to make sure the issue is resolved.

Parking lot lights will be installed on 1/27 at the Darboy campus

John is continuing to work on the parish center parking lot study

Article for Connections Feb 10: John

Financials: After going over budget the last couple of years the committee began discussing adding a contingency fund to our budget for unexpected expenses based on previous budget overage. A suggestion to include money in the budget for looming parking lot replacement should be considered for the next several budgets.

Sherrie recommends adding gutters to the back entrance at the Darboy School for \$1000  
We discussed an annual budget of \$1000 for wood chips at the Darboy campus  
3 classrooms at Darboy still have carpet which is worn and stained would like to change to LVP glue down.

Motion by Sharon; 2<sup>nd</sup> Sherrie: Get 2 new strikes on parish center doors and update software to prevent doors from being locked at the wrong time.

Next Meeting: Monday February 20 7:00PM – Parish Center

Meeting Adjourned: Motion Sherrie; 2<sup>nd</sup> Nick