

Church of the Holy Redeemer
Building Task Force Minutes

Minutes of February 2, 2010 Building Task Force Meeting

Present: Father Paul, Dan Sussner, Charlie Deutz, Mark Fischer, Jim Fuhrman, Michelle Full, Mike Leary, Connie Mathiowetz, Mark Timmerman, Lisa Zmeskal
Absent: Ken Noyes, John Fedá

Call to order by Dan Sussner
Opening prayer by all

Item discussed:

1. All Task Force meetings are open to the parish and all comments are welcome.
2. Task Force meeting dates and minutes will be published in the Bulletin
3. Task Force recommended to Father Paul that a staff member be a part of the Task Force. Father Paul will review.
4. Reviewed fund raising original goals and actual results to date. Diocese requires 75% cash in the bank before we can proceed. Fund raising results will be reviewed again at next meeting.
5. Father Paul advised that the Diocese may or may not require a Liturgical consultant. Diocese will require us to keep them updated as the project progresses.
6. Discussed phasing the Master Plan based on available funding. After discussions, motion by Charlie Deutz, second by Jim Fuhman to approve the following priority of phasing conditioned on available funds and input from the Architect. Motion passed.
 - New Front Gathering/Narthex Addition
 - Church Plaster Ceiling Repair
 - Church Worship Remodeling Project
 - Music/Mechanical/Stair Additions, Remodeling and HVAC System at Church
 - Lower Level Remodeling at Church
 - Parish Center

If there are not adequate funds to include the Parish Center until a future date, there will be some work in the Parish Center required in phase one.

Effort needs to be made to reduce rework costs between phases.

Architect needs to determine what work the building codes will require to be completed in phase one.

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7. Discussed overall timetable.

Architects preliminary estimate of time to complete the design, develop plans and specifications: 6 months.

Time to receive bids, evaluate bids, award and issue contracts: one month

Time to allow materials to be delivered before contractor can start: 2-4 weeks.

Discussed whether we should receive bids this fall or March 2011.

If this fall, we will incur cold weather construction expenses.

If the decision is to receive bids in March of 2011, is there work on the inside that can be bid and completed this fall/winter (example: ceiling repair, etc)?

No decision until we have more accurate timetable and input from Architect.

8. Discussed YHR Architects.

I am to prepare a letter requesting a firm proposal from YHR for Architectural, Mechanical, Electrical, Structural, Fire Protection (if any), and Liturgical fees.

Also include in that request clarification of:

- Overall project timetables, including construction duration

- Input regarding phasing

- Input regarding building code requirements

9. Discussed future Town Hall meetings

Purpose of Town Hall meetings are to present and receive feedback from the parish regarding the Building Task Force's recommendations on phasing and project budget.

The Town Hall meetings will be schedule after finalizing the budget and phasing.

Next meeting: Tuesday February 16, 6:00 – 7:30 pm, Roncoli room.

Agenda: Review feed back from YHR

Establish overall schedule

Review fundraising results to date

Closing prayer by Father Paul