Wednesday, November 19th 2025
Buildings and Grounds Meeting Minutes

Present: **Jeremy Borchardt (Staff Liaison – Business Manager), Scott Drewiske (Staff Liason – Facility Coordinator), Gary Shebesta, Jim Botz.**

Not Present: **William Harrington**

The meeting began at 6:00pm in the worship space. The group toured the areas that will be affected by the upcoming Worship Space Renovation project. Jeremy provided the group with the following summary:

WORSHIP SPACE (January/February 2026)

- Removal of Carpet, Baptistry, Choir Platform and Organ
- Repair any flooring damage from removal of Platform/Baptistry
- Relocate HVAC in Choir area
- Build step to Sanctuary and platform for AV cabinet
- Run any upgraded wiring for second phase (Northern Sound and AV committee to meet)
- Install Sound Loop
- Recarpet Worship Space, Chapels and Priest Room
- Install new laser projector and screen

OTHER AREAS and Items (January/February 2026)

- New Tiling in Sacristy.
- New Baptistry to be selected (Father and Jennifer) and placement TBD.
    - Must also be approved by diocese.
- New Choir Risers (if existing risers cannot be properly refurbished)
    - Must also be approved by diocese.

While in the Choir Area, Jennifer (the parish's Liturgical and Evangelization coordinator) was able provide the reasons for removing the raised choir platform. The two main reasons were safety and functionality. With the platform removed, the area will be far more versatile for our 4 choirs. In addition, SEAS will be welcoming larger choir groups and organizing concerts in the future. Having a continuous, level area will provide more ease for setups and will allow for musicians with mobility issues to more easily navigate the space.

Jeremy also provided a cost analysis. The vast majority of the project will be funded by a parishioner who would like to remain completely anonymous. The parish has sufficient funds to pay for the items that the donor will not be covering.

Scott and Jeremy will research local carpentry vendors for the removal of the choir platform and the building of the AV platform and sanctuary step. The hope is to get a few items completed prior to the main renovation (carpet and hearing loop).

Concerns were noted regarding the removal of the existing baptistry. The parish has devoted many resources into making the existing baptistry functional. All attempts to fix it have been unsuccessful. There is some hesitation to remove it because of the sum of its original purchase price and subsequent repair costs. The parish always wants to be mindful and respectful of the generosity of our parishioners. A team from the diocese visited our property to review the overall project. The diocese was in favor of removing the large baptistry and replacing it with a fixed unit. A picture of the proposed baptistry is below; this picture was not available to the committee at the time of the meeting. Approval of this Baptistry is still needed from the Diocese.

After the completion of the Worship Area Project discussion, Scott outlined several of the maintenance items that were recently completed. They include:

1) Sprinkler Blow-Outs
2) New upgraded lighting in our stairwell and Social Hall
3) Elevator Inspection
4) Foreman Heating & Cooling's preventative maintenance on the Rectory
5) Rectory Bathroom Safey upgrades
6) Shed project completion
7) Concrete removal at the Rectory
8) Winter maintenance purchases including shovels and salt

Next meeting will not take place until Spring of 2026, but the committee will receive Worship Area Renovation updates as they become available.

Meeting adjourned at 6:50pm.

Respectfully submitted by Jeremy L Borchardt (staff liaison - Business Manager)