

# St. Odilia Council Meeting Minutes

Council: Facilities Ministry Area Council			
<b>Meeting Date:</b>	<b>September 15th, 2020</b>	<b>Time:</b>	<b>6:30 PM</b>

Meeting Participants:	Present		Present	Guest	Present
J. Dodge	X			Discernment Candidates	
A. Hoppe	X	Attended Via Zoom		Joe Babbini	X
T. Stahl	X			Paul Christan	X
G. Krebsbach	X			Roger Toogood	X
M. Kolasa	X				
T. Potvien	X				

## Agenda/Items

## Owner

### **I Discernment Opening Prayer:**

T. Potvien

### **II Minutes:** August 18th, 2020 Meeting Minutes approved by M. Kolasa/G. Krebsbach

Owner  
Council

### **III TOPIC: Candidate Discernment:** Joe Babbini, Paul Christan, Roger Toogood

Owner  
Council

#### Discussion:

Council introductions, review of Council roles/responsibilities, Discernment Candidate testimonials/conversations.

#### Conclusion:

All three candidates spoke to their backgrounds, experience as Parishioners of St. Odilia, previous Council experience and acts of Stewardship/Volunteer Service to the Parish. The Council engaged the Nominees in general conversation and with qualifying inquiries regarding each Candidates testimonial.

### **IV TOPIC: Discernment Closing Prayer, Candidates excused for the evening, Council Discernment discussion, Update Roster, Discern Chair/Recorder/PLC Rep**

Owner  
Council

#### Discussion:

The Council had Spirited, Respectful and Enlightening conversation while Discerning each Candidate. A consensus was reached in agreement that all three Candidates will be welcomed and valuable additions to the Facilities Council.

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## **Conclusion:**

Chairperson Tim Potvien notified each Candidate, by phone, on September 16th and welcomed each to the Council. Orientation will occur on October 20th. The Council Roster was updated, it was discerned for Tim Potvien to remain as Chairperson/Recorder and Gary Krebsbach to be our PLC Rep.

## **V TOPIC: Status of Xcel Energy Rebates for LED lighting conversions**

**Owner**  
M. Kolasa

### **Discussion:**

Parishioner Chris Droske assisted Mark K. with completion of the rebate forms. Chris works in the energy management industry and was enlisted for his expertise, due to the comprehensive nature of the information required to complete the forms, and to ensure St. Odilia receives the full amount of each qualified rebate.

### **Conclusion:**

Chris D. and Mark K. have completed the rebate forms. The forms have since been filed with Xcel Energy for review and processing.

## **VI TOPIC: Update on Eagle Scout Project/advisement if this will be tabled until Spring**

**Owner**  
A. Hoppe

### **Discussion:**

There were no new updates to report. Eagle Scout candidate (Ryan Moore) is still awaiting Scout Master review and approval to proceed with this activity.

### **Conclusion:**

With the change in Seasons upon us, we do not expect this to move forward until Spring 2021. We'll discuss this project's status during our October 2020 Meeting.

## **VII TOPIC: Update on consideration for Rectory upgrades**

**Owner**  
M. Kolasa

### **Discussion:**

The need for carpeting, windows, painting and a water softener exist but are not imminent.

### **Conclusion:**

This topic will be tabled until Spring of 2021, unless an urgent need on any of the items occurs and requires emergency action. We do not anticipate emergency action will be necessary.

## **VIII TOPIC: Update on completion of the security camera installation**

**Owner**  
M. Kolasa

### **Discussion:**

All parts and supplies are on site, installation is currently in process.

### **Conclusion:**

Installation expected to complete within 2 weeks (end of September).

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## IX TOPIC: Update on Bituminous sweeping excess gravel and striping parking lot

Owner  
M. Kolasa

**Discussion:**

Bituminous is awaiting the proper time period for the gravel to compact.

**Conclusion:**

Sweeping of gravel and striping expected to complete by the end of September, weather permitting.

## X TOPIC: Update on considerations for HVAC mitigation in response to COVID-19

Owner  
M. Kolasa

**Discussion:**

The discussion from our August Meeting, which overviewed HVAC industry process (both standard and innovative) was shared with the PLC for consideration.

**Conclusion:**

A request was initiated to our HVAC Vendor (NAC) to increase airflow throughout the facility which will improve the frequency of fresh-air exchanges per hour.

## XI TOPIC: Update on Media Booth installation for live steaming of Parish Services

Owner  
M. Kolasa

**Discussion:**

Media Booth installation has successfully completed.

**Conclusion:**

Media Booth is now being utilized for all Parish live streaming services.

## XII. TOPIC: Update on electrical bids/timing for Prayer Garden Fountain installation

Owner  
Council

**Discussion:**

Preliminary information has been obtained regarding the logistics and parameters to be considered in proceeding with this activity. No formal bids have been Submitted for consideration at this time.

**Conclusion:**

With the change of Seasons, it may be unlikely for this activity to proceed in 2020. The lead group for the fountain project is the Prayer Garden Committee, however, the Facilities Council will continue to lend our expertise and support, providing the funding is available to complete the project. This may be tabled until Spring 2021.

## NEXT MEETING: Discernment Candidate Orientation/Monthly Facilities Council Meeting

- Tuesday October 20th, 2020 (6:15pm - 8:00pm)

Respectfully Submitted,

*Jim Potvien*