

Facilities update for Vestry meeting:

Acquiring stain glass repair estimates for next year budget

Concrete work complete with bill totaling \$5100. Will budget future concrete needs into next years budget. 2 main slabs in front of main doors cracking and moving.

Ken and Gail Beets donated their business and time to scan all church registry log books into PDF files that will be kept permanently on CD at an off site location for safe keeping.

Fr. Todd has ordered a fire proof file cabinet for \$399 to be delivered directly to St. Gregory's from Office Max

We have given away or discarded all materials being stored in our basement from St. Nicholas church

We have moved all metal tables to the basement for storage and cleaned and rearranged store room. I received a complaint from Bonnie Champion that Share still uses those tables and she would like them brought back upstairs. If anyone has a suggestion where we might kept these tables upstairs for Bonnie until the first of the year when Share will be finished please let me know.

Carpets have been cleaned in Parish hall and church main isle. We will also clean alter, brides room, and nursery as these areas have not been cleaned in 4 years. We would like to have carpet cleaned twice yearly in parish hall due to Montessori traffic. I would like to ask John to pay for winter cleaning of parish hall as most use is by Montessori. Let me know what you think? We are using a Christian carpet cleaning company who will give us a cost break for scheduling 2 cleanings a year.

Metal nativity set is being cleaned and repainted by Bob Fairbairn and permanent holes will be drilled in the lawn for easy placement during the holiday season.

We have found a structural engineer from the Mountain Design group in Evergreen to come down for a 2 hour consultation for \$260 to give us his impression and recommendations. He would like to have all the decision makers from the church at this meeting which will need to take place during the normal work week, but can be over the lunch hour. Fr Todd thinks myself, Harvey, Bill Kriedler, Al Norton and either Shaun or Jeff should attend. Can you think of anyone else who should be included. Let me know.

Measurements have been taken of the Sacristy and the youth room for carpet estimates. I will meet with the installer next week to make sure our remnants are large enough and have a final estimate.

We have had 2 major leaks in the sprinkler system over the past month and have spent approximately \$160 on repairs and parts.

The new lighting has been installed in the church. Todd can give you the details on that project.

Both cleaning closets have been de cluttered and all old cleaning equipment from previous cleaning companies has been discarded with the input of Jorie. We will need the help off all parishioners who use these facilities to keep them clean These 2 rooms where extremely dirty and smelly. I do not want to have to undertake this task again. Please help me in spreading the word to our members.

I have had a meeting with Jorie in regards to the amount of time it takes her to clean the parish hall and church, what she is responsible for and what types of supplies she uses. I will compile a report letting us know how much we pay in cleaning fees and what is being cleaned. We will then be able to make decisions based on the facts in regards to the cleanliness of this facility and if any changes are needed.

Vestry Papers Nov./Dec. 2002 had a very interesting article on "Hospitality Matters: Seeing our Building anew" I have had Todd make a copy for you. I have moved all our outreach collection boxes to the parish hall based on this article. I think first impressions of new visitors is important and I would like ours to be one of cleanliness and order from a facilities standpoint. If you have feedback I would love to hear it.