

ST. JUDE BUILDING & GROUNDS
 Meeting 1/02/07
 NEXT MEETING: **February 6, 2007 6:00 PM**
Parish Center

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X= member present at meeting

1. Joan Hogan and Patti Runge representing Friends of Haiti provided information about their organization and request to use some space from St. Jude. This organization was formed 7 years ago as a medical missionary to Haiti at St. Phillips. Three years ago it became a non-profit organization. The group makes two trips to Haiti a year in the spring and fall with about 25 to 40 people per trip going. The group gathers pills from doctors offices, samples from pharmaceutical companies and from donations and gather to sort and package medications. They are now meeting at St. Joes in Oneida for the past two years and find it somewhat inconvenient with storing items in the basement and packing them on another level. They need larger space. They are interested in using basement space at the parish center, northwest section where it is storage now. They would subdivide the storage area approximately along the beam line with a stud/plywood wall and a locked door to the room. This space does not have windows to the outside to reduce chance of anyone breaking in to steal medicines. They need a space large enough to have about 20 people work at various times during the day, evenings and weekends sorting pills. They will haul out their own garbage. They would also like to use the basement meeting space for sorting and possibly board meetings. These meetings occur about once every two months. They would work with us in scheduling the use of the basement and access to their room so it would not interfere with other activities scheduled. They raise about \$60,000 very 6 months of which \$25,000- \$30,000 is used for the trips and the rest goes for shipping, lodging, transportation, and translators. At the end of each trip they basically have expended all the money. If we can agree to them to

use this space they would like to start using it toward the end of March. A question was raised on if additional security measures would be needed and is the parish center able to have areas locked off for after hours use. The existing office doors are lockable and other groups have been using the building and now problem has occurred with people walking around. After Joan and Patti left it was discussed if they would be able to pay any rent with the answer that it does not look likely as they are non-profit and use all the money they do collect. For the members present, it didn't look like having them use the basement area would pose any problem to the operation of the parish center.

FOR THE REST OF THE COMMITTEE MEMBERS, PLEASE RESPOND BY THIS FRIDAY TO ME IF YOU HAVE ANY QUESTIONS OR CONCERNS ABOUT THE FRIENDS OF HAITI USING THE BASEMENT FOR THEIR SORTING AND STORING OF MEDICATIONS.

2. A request was made for increasing the light level above the choir area in church. A \$50 donation has been made for this cause. Adding another light like the light in the area now would be around \$750. A couple of ideas were brought out. Could the existing light hanging above this area be moved back about 2 feet to get more light behind the choir members? Could this light be moved over the beam to be more centered over the choir members? This would take the light out of line with the rest of the church lighting. Could a light bar be added to the side of the beam to shine down upon the choir members? Dave will check on this. Could a light be installed by the projection screen to shine down on the members and be plugged into a wall outlet nearby? This will need to be discussed further at the next meeting.
3. Larry has posted no parking signs overnite in the parking lot entrances to assist in clearing snow. As long as the lot is posted, if cars are found to be parking in the lot, the police can be notified and the vehicles can be ticketed.
4. Carol mentioned they did have an instance lately where the kitchen was locked and food was delivered to the basement for a funeral taking place up stairs. Does this need to be locked? It was felt for the kitchen to be locked to keep people out of the kitchen if they do not need to be there. The parish office has a key ring with a key to the exterior doors and the kitchen on it and whoever gets these keys for use of the basement will have use of the kitchen. It will help to protect the kitchen equipment from possible damage.
5. Update on the school. Providence Academy of Green Bay is looking at possibly leasing part of the school as they need more room, using the kitchen, using the basement as a gym. They are presently at the Moravian Church. This is only a preliminary inquiry. We looked if there would be a way to lock off half of the school but it would impact exiting and would require additional exits to be added. The question was raised if you are leasing the space for a school in lieu of using it as a school for your own purpose, would you be required to update the facility to code for handicap accessibility, fire alarms, etc. Dave will check with the city inspection department on Wednesday.