

# **Immaculate Conception Church Restoration Building Committee**

Minutes for October 19, 2011

**Voting members in attendance:** Ramon Torres, Martin Romero, Angelo Torres, Rick Trujillo, Carlos Sanchez and Del Chavez

**Archbishop's Preservation Commission Representative:** none

**Finance Council Representatives:** none

**Other Participants:** Mary Ann Baca, Church Accountant/Secretary

The meeting was called to order. Martin commenced with prayer. A motion by Carlos to accept the minutes of October 5, 2011 was made seconded by Rick. All voted in the affirmative.

Martin gave an update on the progress of the restoration/ plastering job. Martin expressed his confidence on the choice of contractor and the excellent quality of work being done. Martin emphasized that we made the "right choice." Martin mentioned that Luis (Crocker Ltd. job site Lead) was not confident with regard to the plastering "fill" on the east wall. Luis and Crocker decided that the wall needed to be excavated and filled in with adobe. This created an additional three days of work.

With the east wall being stabilized, Rick recommended that we put into place crack monitors to measure any movement on the east wall. The committee agreed that this is a good idea and that this could be done with little expense. The building committee could install these monitors. Angelo offered to do some on-line research to find the appropriate monitors.

The issue of payments to the contractor came up. Martin shared with the group that Mr. Huchmala from the Archdioceses had visited the (church) site and related to church administration that this work should never have been started. It was noted that Mr. Huchmala told the administration office that he would take care of it from here and get the necessary "certificates." After a lengthy conversation it was noted that we will work with the Archdiocese and provide them with whatever they need despite their absence in the entire restoration/construction phase. It was decided that we as a Restoration Committee would not get involved with the existing dynamics between the contractor and Mr. Huchmala. Prior to this meeting Martin was encouraged by Jerry Thompson (Finance Council) and Del to reiterate to the contractor that any further communication during this restoration project would only be between the Restoration Committee and the contractor. Martin shared that Mr. Huchmala had called Erin from Crocker Ltd. requesting Certificates of Insurance. It was related by Erin (Crocker Ltd.) that such documents had already been submitted. Martin requested for the

committee to have a discussion with Mr. Huchmala letting him know that we are aware of the history between both parties and we would prefer that when Mr Huchmala is in need of information-- for him to contact the committee directly and not go to the contractor. After much discussion, it was determined that it was not necessary to go in this direction. The committee felt we are nearing the end of this particular part of the restoration process/phase and to stir the pot would only complicate things for everyone involved. If we need the guidance from the Archdioceses we as a committee would seek it. It was shared by Martin that he had indeed spoken to the contractor and reinforced the committee's stance on the subject.

It was shared with the committee by Mary Ann that Mr. Tony Salgado from the Archdiocese Finance office had released money for the first payment to the contractor. Mary Ann also mentioned the church administration was in receipt of the second invoice for payment from the contractor and that request for payment from the Archdiocese had been submitted.

Martin also shared with the committee that a representative/inspector from the Construction Industries Division (CDI) from the State had visited the site. It was also noted that Antonio Martinez, Representative of the Archbishop's Preservation Commission also visited the site and mentioned that the parishioners of the Immaculate Conception parish were "getting their money's worth." Ed Crocker and Antonio have been in communication thus the Archbishop's Preservation Commission Representative has been informed on everything going on with the restoration.

Discussion moved on to the drainage plan. It was decided that we would complete the plastering process and then move on to the drainage plan.

A few words were shared with regard to the "Kids Plastering Program." The committee felt it was a great idea getting our youth involved in the restoration process. The gesture of having kids during catechism participate in plastering the northern bell tower produced lasting memories for not only the students but for several parishioners attending Sunday mass.

The issue of receiving copies of "internal contractor reports" was discussed. Martin believes that Luis (Crocker Ltd.) does not have comprehensive reports but will ask Erin to see if we can get copies of the reports. Rick thought that maybe "schedule" reports might be available.

The meeting moved on with a short discussion of the color of the cement plaster that will be placed in the areas of the church where there is no earthen plaster (cemented/block walls.) Before the meeting Martin showed the committee a sample that the contractor had placed on the church wall called *Cotton Wood* for our review. It is noted that the Cotton Wood Plaster was not fully dried for the committee to make a decision on this particular color. The committee felt it imperative that we get as close to the color of the earthen plaster as possible so that we have conformity throughout the church structure.

Rebuilding of the church towers was discussed. Martin mentioned that the contractor had a copy of the picture Carlos had produced of the towers that existed in the 1970's (1960's (?).) Martin mentioned there was no bid in process and that he would follow up with Crocker Ltd.

A short discussion took place referencing the gutters. Martin mentioned that Crocker Ltd. will bid on the entire job—shape of a half circle with down spots. Martin will report at our next meeting.

Mary Ann Baca, Church Accountant and Secretary wanted to reiterate that both bills (invoices) are in and have been sent to Mr. Huchmala who sent them to Mr. Salgado for release of funds. The church administration will pay the invoices with a one week turnaround from the time the funds are released from the Archdiocese. Mary Ann would like to work with one person only. The committee felt it appropriate that our Quality Control Manager, Martin Romero be that sole point of contact. If Mary Ann receives any phone calls or requests from others she will direct them to Martin. Mary Ann also had questions about the word "DRAFT" on the contractor's warranty. It was requested that we have the term removed and have it signed and returned to the administration office. Martin will check with Crocker's office and get this completed. Mary Ann also informed the committee that Antonio Aragon came by to determine if there was a gas leak on the south side of the church. Mr. Aragon indicated that there was no leak. Prior to our meeting several committee members smelled gas. Ramon recommended that a mercury test be completed. Mary Ann will call Antonio to do a mercury test. Ramon then proceeded to ask Mary Ann if there was anything we as a committee could do to simplify the processes. Mary Ann, again, reiterated that working with one point of contact would simplify the process.

A short discussion took place on the purchase of a digital camera to help document the restoration process. It was agreed by all to have one purchased; Carlos volunteered to research the different camera options and places to purchase the item. Once completed, he would give the information to Mary Ann and she would purchase the camera. The church's preference is either Staples or Sam's Club where the church has a registered non-tax identification number.

Rick motioned to adjourn seconded by Angelo.

Meeting adjourned.