

## **Immaculate Conception Church Restoration Building Committee**

Minutes for October 5, 2011

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

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

**Finance Council Representatives:** none

**Other Participants:** none

The meeting was called to order. Father commenced with a prayer. A motion by Angelo to accept the minutes of September 14, 2011 was made seconded by Carlos. All voted in the affirmative.

Martin gave an update on the progress of the plastering job. Repairs to the north and south wall have been completed. The process of "wet walls" slap plastering was discussed. Martin explained to the committee that the foundation repair would be completed in exchange for the gutter work. Martin and Ramon come by on a daily basis to review contractor's work. Discussion turned to the replacing of trims and frames for the church windows. It was encourage by committee members that we document the ratios of mix and materials being used on the earthen plaster. Martin will send schematics and processes of restoration to be included in the final earthen plaster report for future use. It was requested by Brandon that we ask the contractor for their internal progress report to keep on file and for the committee to review on an ongoing basis. (Please see Martin's attached Field Notes.)

A brief discussion on contractor payments ensued. Martin reported that he had submitted to Dora Gomez (Finance Committee Chair) a request for payment. Dora submitted this to Mary Ann to be submitted to the Archdioceses Administrative offices for release of funds. It was asked of Martin to send the committee the final contract between the Immaculate Conception Church and Crocker Ltd. (see attached revised contract for more details.)

Brandon brought up the issue of the gutters. He requested that we look into the costs of a commercial grade product. It was noted that Crocker's (Ltd.) warranty on the plaster will be null and void if the Parish fails "to install and maintain in good order appropriate gutters downspouts, roof flashings and surface grading for drainage." It was recommended that we request a quote from Crocker Ltd to have these gutters placed. Martin will work on this.

Chairman Torres presented to the committee a “Kid’s Plastering Program” – a symbolic gesture to get the kids on Sunday (October 16, 2011) during religious education classes to participate in plastering the church. Ramon will talk to Martha Sanchez and see what can be done.

Next on the agenda was discussion of rebuilding the church towers. Martin talked to Ed Crocker about this. Crocker has agreed to provide a design –build plan with engineering specs.

The Finance Committee has agreed to allow Martin to have a \$500 discretionary dollar amount to use so that work continues and does not stop. The Finance Committee also approved for Father Jose to have a \$5000 discretionary dollar amount for the same purposes.

Carlos requested (of the committee) that during this earthen plastering process we should meet once a week. After some discussion it was decided that we would have formal meetings on October 19<sup>th</sup>, November 2<sup>nd</sup>, and 16<sup>th</sup>, 2011. Informal meetings will take place on the dates of October 12<sup>th</sup>, 26<sup>th</sup>, and November 9, 2011 where committee members will participate in a walk- through of the construction site. This would allow for discussion of the work being completed. It was noted that the meetings (both formal and informal) with the winter season around the corner, begin at 6:00 pm.

The question of the Certificate of Insurance came up and Martin stated he would check with Mary Ann.

Meeting adjourned.