

## IC Building Committee Meeting Minutes – November 3, 2009

The meeting was called to order at 7:06 p.m. in the Oakroom.

Members Present: Father Klink, Linda Corey, Rich White, Mike McMahon, Mike Longsdorf, Mark Preston

Members Absent: Ed Kassing

Review and approval of last meeting minutes, no corrections noted. Patty Usher will post on the parish website.

Meeting consisted of open ended discussion regarding the Ayres Associates proposal for schematic phase design. Mike L. distributed a copy of an e-mail exchange with Mr. Berg (Ayres) regarding generalized total cost of Ayres services for the construction document phase drawings. Mike indicated that the cost proposals were in line with industry standards, and Mark Preston also agreed. We had a brief discussion about the possibility of acquiring a second bid from a competitor re schematic phase design. We discussed the role of the approval process with respect to the Diocese for construction projects. We discussed the timing of enlisting the services of Ayres and timing of the overall capital campaign.

We spent the remainder of the meeting reviewing the contract terms and conditions, and the Ayres cover letter describing the scope of the design project. As a group, we discussed editing and terminology. Patty Usher agreed to revise the contract and reply cover letter and will circulate to the group for additional commentary and feedback. Once completed, a smaller group of committee members will approach Mr. Berg to discuss timing concerns, Diocese approval, and new contract terms.

Group agreed that next meeting will likely be January 2010 time frame.

Respectfully submitted,

Patricia R. Usher