

5-Year Plan from Building Search Committee

Committee Purpose:

The Building Search Committee was given the task of making a recommendation for a 5-Year plan for the Fr. Heary Knights of Columbus, Council #7239. The committee consists of: Darren Gray (Chairman), Grand Knight Tony Bliss, District Deputy Jim Morrison, Past Grand Knight Mike Higgins, Past Grand Knight Jack Nixon, Guard Patrick Allen and Mark Bliss.

Meeting:

The committee held a meeting on Thursday, June 28th at the Council. The following members were present: Darren Gray (Chairman), Grand Knight Tony Bliss, District Deputy Jim Morrison, Past Grand Knight Mike Higgins and Guard Patrick Allen

Recommendation Synopsis:

It is the committee's recommendation that the Council plan on moving to a new facility within the next 5 years. However, it needs to be understood that several things must happen in order for the move to take place. First, and most important, the current building needs to be sold to a building developer. Second, a suitable location must be found. Lastly, enough funds must be available to make a substantial down payment on the new location. The reason for this recommendation is that the City of Madison Heights will not allow us to expand the current building or rebuild on the current location. The current property is zoned for residential only and the plan that the city has for this property is for developer to come in and build multi-unit housing along Dequindre. There are a couple of our Knights that sit on the Zoning Board and Planning Commission for the City of Madison Heights that can confirm this. It will just be a matter of time, and the economy, before a developer comes in and the city will put us in a position where we have to sell the property. With that in mind, it is also the recommendation from the committee that no major improvements or cash expenditures be made to the current building. There are several minor improvements that we do recommend that will be discussed later in this document.

New Building Recommendation:

As far as a new location is concerned, it would be fruitless to speculate on what existing building we should plan to purchase at this time. There have been a few buildings in the area that we have discussed buying (i.e. the old library on John R, the party supply building on John R, the building on Girard). While each of these buildings could be suitable, we are in no position to make a offer until the current building is sold and we have the money from that sale in our possession.

The committee does recommend that the new building be big enough to be able to be used as a rental hall for small gatherings (150-200 people). This would allow for small showers, small weddings, parties, etc. The building would also need to be handicap accessible. And have ample space of a commercial-style kitchen. Something similar in nature to the kitchen at St. Vincent Ferrer.

Contingency Plan:

It is also the recommendation of the committee that should a suitable location not be available at the time that we sell the current building, or sufficient funds not be able for a new location, that the council move back in the parish for it's meetings/events until such time that a location, and funds, are available. Unfortunately, we will have to discuss that move at the time that it is needed. We realize that a lot can happen over the next several years and to make a solid statement about which parish we would move into would, again, be fruitless.

Minor Improvement Recommendations:

The following is a list of recommendations from the committee on minor improvements that should be made to the current council. This list is in the order that we feel that these should be completed in.

1. Handicap Access needs to be improved. It is the committee's recommendation that the ramp to the basement door be extended to the parking lot and handrails be installed on one side of the ramp. We also recommend a 'riser' be installed above the concrete in the entrance way to the basement door. This would allow to compensate for the standing water that pools up in that area. This can be discussed further as it is hard to explain in writing. At least for me it is. It is recommended that this happens as soon as possible and before this winter (2007).
2. A dehumidifier needs to be installed in the basement. There was a comment from a member that they may have one to donate to the council. If that is the case, we would like to get that installed as soon as possible. If that is not the case, we need to be informed of that so that additional plans can be made.
3. The area in the basement where the furnace is needs to be cleared out. Frank Marchesi needs to be consulted on this and we would like him to make a recommendation on the best way to clear this area out and something be done with the stuff that is in there. The freezer that is located in there needs to be moved to the corner where the back of the downstairs refrigerator is. Once that area is cleared out and the freezer moved, we recommend that the commercial stove that is located in the garage, be moved in that area. That area will then be used as a downstairs kitchen. The entrance to that area should also be enlarged. To the extent that is possible.

4. New carpet to be installed in the basement. Jack Nixon has received a quote of approximately \$1,800 to have the old carpet removed and a new carpet installed. This should only happen after the first 3 recommendations are completed.
5. The last recommendation is a slightly problematic one. For those members that have trouble using the stairs, we need to have some type of bathroom facility in the basement. Given that this facility would be used by a small portion of the membership, and generally infrequently, it is the recommendation that a 'portable' style toilet be put in place in the storage area in the basement. The current plumbing/drainage in the basement does not allow for a complete toilet to be installed. And a toilet that flushes upward would not be cost effective at this time. More details and planning can be discussed once we are ready to complete this project.

Budgetary Considerations:

During our discussion, it was brought to the committee's attention that the council was supposed to be paying the Building Corporation a sum of \$900 per month to cover mortgage payments and expenses. \$450 of that money was to be used towards the mortgage payments, and then once the mortgage was paid off, that money was to be placed in the money market account, along with the funds received from the sale of the previous building on 13 Mile Road. The other \$450 was to be used towards expenses on the building. While we did have an exact date, it was suggested that the council has NOT been making that full payment since 2002. By a simple calculation, it has been determined that the council really is in arrears with payments to the Building Corporation in excess of \$29,000. While we do not expect the council to just come up with all the money in one shot, it is the recommendation that the council start making the \$900 payments again to the Building Corporation in order to build up the money market account. This will also get the council in the habit of having funds available once we have a new building and need to pay on a mortgage again.

Additional Recommendations:

There are some additional recommendations that this committee would like to make.

1. A Fundraising committee should be formed whose sole purpose is to plan, organize, and execute fund raising for the council. These fund raisers would be used for the sole purpose of building up the money market account, and, in essence, paying down the arrears funds that the council owes to the Building Corporation.
2. One or more committees need to be formed to address the minor improvements that this committee has recommended. These can be small, 1-2 person committees who will plan, get quotes, and execute the improvements.
3. A small committee should be formed whose sole purpose is to make sure that the exterior of the building is clean and maintained. Rather than addressing

each individual issue during the Building Corporate meeting and trying to address how these issues will be handled at that time, this small committee would be in charge of addressing the issues. These issues could be brought up during the Building Corp meeting, but they would be handed over to the small committee to have it taken care of.

4. Lastly, it is a recommendation that both the Council and the Building Corporation come up with a yearly budget that can be approved by each membership body at the beginning of each fiscal year. This would allow for each body to get into the habit of knowing what monies is coming in and going out. This would also allow for minor expenditures to not have to be voted on at each meeting. There has been some discussion on whether this is allowed by the Supreme Council or not. This should be confirmed with Supreme. Even if it is NOT allowed, as far as waiving the voting, it is recommended that a budget still be created for informational and planning purposes.

Final Summary

This committee makes the following recommendations:

1. Plan to move into a new location.
2. Sell the current building to a developer.
3. Move back into the parish only if needed.
4. Purchase new building, large enough to be used as a hall rental.
5. Do not make any major improvements to the existing building.
6. Make minor improvements to existing building that includes, Handicap accessibility, kitchen, carpet, dehumidifier, and portable toilet.
7. Set up fund raising committee.
8. Start adding funds to money market account.
9. Set up small committees to handle various issues.
10. Create a budget for both the council and Building Corporation.