



*Northeast Wisconsin Masonic Center*

525 N. Taylor  
Green Bay, WI 54304

## BUILDING BOARD MEETING MINUTES

September 17, 2007

Meeting: Called to order at 6:38 by Larry Zochert

Prayer: Rusty Mitchell

Members Present: Larry Zochert, Bill Mueller, Sammie Mc Donald, Barry Siewert, Gary Shriver, Don Kiernan, Rusty Mitchell, Brad Ottum, Rollie Wozniak

Members Absent: Gerald Brebner

Minutes: Minutes from August meeting were approved as corrected.

Treasurer's Information: The August report was discussed and approved as submitted.

Old Business:

Exterior Square and Compass Sign – The sign was repaired but the bottom part is faded. Bill M. will hire a man to paint to match.

Plumbing, Mortar – Needs to be done within the next 2 months.

Microphones in Blue Lodge Room – Tabled to next meeting

Legal Counsel – Gary Shriver will check with an attorney on the personal liability of officers.

2007 Goals and Maintenance Plans Discussed:

- 1) Landscaping & Property Clean up: A motion was made, seconded, discussed and passed to allocate \$2,000 this year to repair both retaining walls (Barry S. to handle) and general clean-up (Bill M. will handle). Both need to be done before winter. Additional money will need to be budgeted next year for maintenance.
- 2) Repairs needed for rental of building. No discussion.
- 3) Lodge Room carpeting – There was a discussion of various options including colors, patterns, and types. A letter will go out to the bodies for input and ideas on the carpet. Bill M. to get a variety of quotes for discussion during the November meeting.
- 4) Lobby Upgrade – Tabled until 2008.

New Business:

Elevator Permit – Parts have been ordered and will be installed shortly.

Johnson Controls Contract – Rusty M. will look into the contract and what is included as well as being able to lock-in the contract for 3 years.

Downstairs Floors – Motion was made, seconded, discussed, and passed to have the downstairs floors done including furniture moving. Bill M. will get a second quote and use the lesser of the two quotes.

Appliance Repairs – Notice was given to the board that both the stove and fridge were in need of repair. Larry Z. will contact Engels and get them repaired.

2008 Rents – Bill M. will contact Packerland Visitors Bureau and Rock Gardens to see what need there is for rental of the center during the week. He will report next meeting.

C. Lawton Chapter OES has offered to donate hand-rails on outside of east. This was approved and they will be installed on Sept 26. Bill M. to have a name plate made.

Election Letter – The annual election of board officers will take place Nov. 19<sup>th</sup>. Sammie M. to write letter for the 4 terms – 3 – Three year terms, and 1 – One year term for Rusty M. who is resigning at the end of 2007. Included in the letter is a reminder to the bodies to get their head counts to the board for next year's budgeting by election meeting.

Fire Alarms - Rollie will check the fire alarms and show Gerald B. the procedure and sign off on clipboard.

NEXT MEETING will be October 15th, 2007 @ 6:30

Adjourned: 8:10 PM

Respectfully submitted by: Sammie McDonald