

Administration Services Commission Minutes December 12, 2017

In Attendance: Fr. Skluzacek, Pat H., Jim O., Don N., Tom H.

1. Opening prayer, Tom H
2. Pastoral Leadership Council Report: n/a
3. Ad Hoc Committee Reports:
  - 3.1. Heating System waterless - Isolated leak and closed off. Balance of system holding pressure and glycol will be added.
  - 3.2. Bell Tower Project - Repairs will start in the Spring as temperatures need to be above 40 degrees F to start.
  - 3.3. Rectory Heating - Adjustments have been made to system and it is working as designed.
  - 3.4. Church Lighting - Laptop on site, waiting for technician to program. Should be complete by December or January.
  - 3.5. Chiller Backup Piping - Still and open issue.
  - 3.6. Campus Sidewalks - \$15,000 is allocated for repairs in 2018. Don and Pat to review in Spring.
  - 3.7. Sculpture Garden - Pat with the City of New Brighton personnel, there are no issues with leakage from the hydrant. Pat and Don to review in the Spring.
  - 3.8. Church Windows - Repairs have been made and considered complete. No further action required at this time.
  - 3.9. Outdoor Gardens - Pat will review this in the Spring with the garden committee.
  - 3.10. Handrails - Tom B. still working on these.
  - 3.11. Wood Trim SW Door - Pat and Tom B. to review as trim is weathered and needs to be replaced. This is probably a Spring project.
  - 3.12. Hearing Loop - Tom H. contacted St. Paul Fabricating for a quote on removing and reinstalling the pews if we were to cut the floor to install the loop. The quote was for \$5,300 to remove the old plugs (418), remove pews (17), fabricate stain and varnish, install new plugs and replace and refasten the pews. Pat and Tom H. met with Rick Nelson from Midwest Hearing Loops to discuss other options other than what was mentioned above. The loops can be fastened to the underside front edge of the pews. Wires would have to be run in the aisles along the pews and covered with a vinyl flat rubber cover. Tom H. to get new quote for this type of installation.

Father Skluzacek and Pat would like to see an installation using this floor covering. Tom H. to get info on other installations.

It was also suggested that our current sound system is obsolete and consider a new system that would have an internal loop or option. Jay will pursue this in early 2018.
4. Monthly Report - Mark Dittman referred to his report
5. Campus Report - Campus security. Rekey estimate \$35,000.00 still open at this time to be reviewed in early 2018.
6. Closing prayer - Father Skluzacek