

## Administrative Services Commission Agenda – Feb. 12, 2019

In attendance: Larry J, Larry B, Don N, Jim O, Tom H, Pat H

1. Opening Prayer – Tom H.
2. Pastoral Leadership Council Representative Report – available on the website
3. Ad Hoc Committee Reports
  - a. LED Lighting Project – Chris from Stinson came in and with the current project write-up in hand wanted to verify the number of light fixtures as well as type of fixture that was requested for the project. He found a large number of fixtures not accounted for, and wanted to suggest other fixtures rather than the stated fixture described in the write-up. **Chris also brought back Mike Holten from CEE and after determining the number of lights, Mike is in the process of recalculating the rebate and cost.**
  - b. Handicap seating project in the church has involved many people from different committees. At this time, we are still waiting to gather everyone with an interest in the project together to come to a consensus about what to do.
  - c. New Bathroom makeovers:  
**Fr. Skluzacek currently puts this project on hold.**
  - d. Refinishing woodwork throughout Church  
**Fr. Skluzacek currently puts this project on hold**
  - e. Cary Becker talked about gutters on the Rectory and his proposal to replace them.  
**Matt Kuehn and I met and went over their bid for the Rectory's gutters. Their bid is exactly what we wanted and they will include a liner that will help with drainage for the gutter for an additional amount not to exceed \$3000. The ASC approved Keuhn's bid with the liner, and we are now sending this bid to finance committee for approval.**
  - f. Security cameras in the Plaza and Church, the idea has been approved by Fr. Skluzacek.  
**Nothing new on this project.**
  - g. I was asked to look into the possibilities of redesigning the Read Natural room (old choir room) in the school. **I shared with Ann Laird about the structure of the room and how there isn't a lot we can do economically. Ann has not asked to pursuit this issue any more.**
  - h. Need to install a window in both of the Confessionals. I will talk to Fr. Paul about the position of the window and the size of the window needed. Questions came up from the committee in regards to what the priest want with the window. Whom does the priests want to be seen from the window? If they put a window in the door, the confessor will be visible, and if they put a window in the front of the confessional, then the priest will be visible. Would a video camera without sound work so that we do not have to cut into the confessional box?
4. Closing Prayer - Tom

Respectfully Submitted by Teri