

Administrative Services Commission Minutes – May 14, 2018

1. Opening Prayer – Fr. Paul
2. Pastoral Leadership Council Representative Report – available on website; ASC Constitution needs to be reviewed. PLC Chair identified the handicap seating and access to be a priority, Review of Roster -need one new member- Ron F has stepped down. Nominations for commission member to act as PLC rep to be reviewed.
3. Annual Review of ASC- Worksheet sent out to PLC members- Report needs to be done and submitted to PLC at June Meeting- ASC Chair gave report last year.
4. Proposed summer projects sent to Finance Commission for review. See attachment.
 - a. Two concrete projects
 - i. Request replace concrete by door 1
 - ii. Request tore-landscape sculpture garden by installing drain tile to eliminate drainage problem for those gardens. Replace the aggregate walkway around the garden . It is recommended that the aggregate concrete only be replaced if the landscaping project is approved.

Motion made to approve the Sculpture Garden project ; Motion was seconded . Don N abstained from voting due to conflict of interest. Voice vote taken and sculpture garden project was approved.

- b. Installation of swing door operators for handicap access to the sanctuary and first floor parish center rest rooms.

Discussion followed on Handicap Access to sanctuary and bathroom.
Automatic openers for bathrooms would be vulnerable to over use/ abuse due to location near preschool. (This is not a code issue.) Further discussion/ investigation needed.
 - c. Hot water heaters \$24,600
Hot water heaters are at the end of their life. High efficiency Hot Water Heaters not cost effective for the needs of the parish.
Discussion followed on need to add tempering valves/ code requirements. More investigation needed.
 - d. Pneumatic controls for church cooling system \$20,000;
Upgrade entire control system- \$140,000- 170,000
Only one bid in for project. System is at the end of life, obsolete. \$20,000 bid is to do a partial replacement; the bid to replace the entire system (\$140,00-170,000) includes the Church cooling system. .
 - e. Security Camera System by Life Safety System-\$18,665
A group of parishioners are attending a church safety conference. ASC will look for the recommendation from that team on this item.
 - f. Summer painting project for second floor- Materials only \$450.

5. Other projects-

Bell Tower- project almost complete. No unexpected issues.
Handicap seating in church- Ongoing- Jim, Tom and Jay to review.

Trash Provider- bids received from Waste Management and Republic comparable. Republic is including us as part of a church consortium. Need to give a 60-day notice to current hauler

6. Closing Prayer
7. Attendance: Pat H, Tom H, Larry J, Larry B, Don N, Cary, Jim, Ron L
Guest-Fr. Paul