

## **Administrative Services Commission Agenda – April 9, 2019**

In attendance: Pat, Tom H., Joe, Jim, John, Don, Larry B, Larry J, Cary B

Recorder: Teri

1. Opening Prayer – Tom H.
2. Pastoral Leadership Council Representative Report – Larry J (Minutes available on website)
3. Ad Hoc Committee Reports

### Old Business

- a. LED Lighting Project – Discussion on the information found on the difference between replacing bulbs or fixtures. After Discussion, ASC agreed that bulb replacement would be the best choice for SJB.
- b. Handicap seating project in the church has been put on hold until I can meet with all the interested stakeholders.
- c. New Bathroom makeovers has been put on hold.
- d. Refinishing woodwork throughout Church has been put on hold.
- e. Last month the committee approved the bid for the Rectory Gutter project and awarded the contract to Kuehn Roofing. 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.
- g. Installing a window in the Confessional is still in discussion with the two priests. Trying to get their opinion as to where they want the window.

### New Business

- a. Pat to walk the sidewalks with Don Neeck to see if any of the sidewalks need repair. There are two areas in which the sidewalk heaved and could be a tripping hazard.
- b. Baptistry Window above the Holy Water Fountain is leaking when it is raining outside. Pat meeting with Tim Sullivan next week to look at the situation. He came out last October and at that time it was too late to look into the problem.
- c. Re-stripping the parking lots, and fix the East parking lot. One bid for the striping has been obtained from Parking Marking, but need bids for the "Alligator" spots on the East parking lot.

### **Summer Project List for Church and School**

#### *School*

Paint: Lunchroom, Classrooms?, New Classroom Furniture

#### *Church/ Parish Center*

Paint: Utility Closet in Church, Chapel, Second floor hallway

Clean carpet in Office area

Re-do Exterior Doors in Church

Install Counter Tops in Bathrooms

Install Gutters at the Rectory

#### Priority List from ASC

1. Repair the water leak in the Church above the Main Holy Water Fountain, coming from the stain glass window.
2. Re-do the exterior doors.
3. Repair the water leak in the school due to the rain run off by the steps at the flagpole entrance.
4. Repair the east and west parking lots and re-stripe all the lots.
5. Install a new gutter system at the Rectory.

Closing Prayer - Tom