

## **Administrative Services Commission Agenda – June 11, 2019**

1. Opening Prayer – Tom H.
2. Pastoral Leadership Council Representative Report – Cary Becker
3. Ad Hoc Committee Reports

### Old Business

- a. LED Lighting Project – Upon my request, Stinson resubmitted their bid to reflect using bulbs as much as possible. Their new proposal is to be compared and discussed.
- 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. The refinishing of the exterior doors of the Church has been completed by Custom One Painting. They did a great job.
- f. Last month the committee approved the bid for the Rectory Gutter project and awarded the contract to Kuehn Roofing.

### New Business

- a. We need to talk about the renovations to the choir area in Church.
- b. We awarded the contract to Creative Concrete. They will complete the work this summer.
- c. Window above the Holy Water Fountain was leaking when it is raining outside. I called Gaytee-Palmer, and Al Palmer went up on the roof and looked at the windows. He proposed to caulk the sill to see if that would solve the problem. After last week's storm, there was no water leaks in the Church.
- d. We have awarded the patching and restriping of the parking lots to Bituminous. We are waiting for a letter of insurance to schedule and begin work.

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

#### School

Paint: Lunchroom, Classrooms?, New Classroom Furniture

#### Church

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

Repair the Stations of the Cross footpath on the south side of Church

4. Closing Prayer – Tom

#### 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.