

## **Administrative Services Commission Minutes – Jan. 21, 2020**

In attendance: John Z, Joe B, Don N, Larry J, Larry B, Patrick, Teri (Recorder)

Guest: Fr. Magner

1. Opening Prayer – Fr. Magner
2. Pastoral Leadership Council Representative Report – PLC Minutes available on website.
3. Discussion on how to improve on Parish Core Value of “Willingness to Grow”
4. Ad Hoc Committee Reports

### Old Business

- a. LED Lighting Project – Stinson started the project at Thanksgiving by converting the Gym, Music, Art, and Seniors Room. Stinson then continued the project at Christmas vacation by completing all the classrooms. Nothing has been scheduled after that time.
- b. Handicap seating project – The first phase of the project is completed. Cary Becker’s crew came in and removed the seats and back rests. Tom Halaska came in and finished off the pews with trim.
- c. New Bathroom makeovers – I was asked to get a price to do just the main bathroom across from the pre-school. Will ask again after the Choir renovation is complete.
- d. Choir renovation is underway. Steve Arndorfer leading the project.

### New Business

- a. Ceiling make over – need to investigate more. No new info
- b. Lighting in the Chapel.
- c. Lighting on the roof to light up the cross.
- d. The welcome desk will be brought up again in February. Patavi and Tom H worked on the glides to secure them and the drawers are working fine now.
- e. We have two items to look at regarding the Chapel exit. Jim O’Brien drew up some plans to incorporate a handrail. We also received a bid to include some gutters to prevent snow melt from accumulating on the steps.
- f. Parking lot lighting. I had vendor look at our lighting and he proposed installing a pole light in the middle of the parking lot. Additional question from the committee: Can we use the pole to include several outlets to be used for Fall Fest?
- g. Discussion glycol level in heating system

5. Closing Prayer – Fr. Magner