

Administrative Services Commission Agenda – June 9, 2020

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

Old Business

- a. LED Lighting Project – is complete
- b. Gutters over canopy near Chapel is complete.
- c. Sump pump in tunnel project – is complete.
- d. The air conditioner in the Rectory that services Fr. Paul's suite is not working again this year. Last Friday I had a technician come out and service the unit by adding two pounds of freon to the unit and raised the coil temp from 26 to 40 degrees. The unit is currently working fine, and I am waiting on prices from NAC and Centraire.

New Business

- e. Kneeler project is currently put on hold. Could this project be an Eagle Scout project? I need to talk to Rita Spiess about the possibilities.
- f. The virucide that is used to clean and disinfect the pews is working fine.
- g. I am looking for ideas for the large planters by door 16. The two units are deteriorating from the inside out and need to be taken care of this summer. Two years ago, Building Restoration gave the Church a price to rebuild them, and I will call them again today to ask for an update price. We don't have to have planters but can replace the planters with something else if we want. Something less expensive, but still attractive.
All member on the committee that attended the meeting considered the price to fix or redo the planters to be too much money. I am now looking for ideas and will talk to the garden committee and get their input.
- h. Need to replace the large rug at door 1. Any idea of who to talk to about pricing a rug that size? **Call Uline or Ameripride for pricing on replacement rug.**
- i. Need to look at updating the sidewalk by the flagpole. The steps and sidewalk are deteriorating and need to be fixed. **I need to talk to Don Neek about the possibilities of redoing that area and fixing the bottom step of the steps going down to the parking lot.**

4. Closing Prayer – Tom

Notes taken during the meeting: Summer Projects

- Fix the sidewalk by Flag Pole
- Explore the different options for the planters by door 16
- Look at windows up on the roof of the Church
- Scrap and paint the back wall in the Choir room
- Look into the exhaust fans in the confessionals
- Look at updating controls for Parish Center and School
- Explore the reasons for the broken tile in the plaza