

Administrative Services Commission Minutes – Oct. 19, 2021

1. Open the meeting with Worship Committee to discuss the field trip to Orfield Lab, and to request two members to from each Committee to join the Chapel Subcommittee. (Only 10 minutes.)
2. Opening Prayer – Jill
3. Pastoral Leadership Council Representative Report – Larry not present
4. Updates on Past Goals from 2020-2021
 - Roof Windows on Church – What is our recommendation?
 - New Controls for Parish Center and School – started today.
 - Heating Loop – We hope to bring the glycol level back up to around 30% for freeze protection
 - Heat Exchanger for the in-floor heating system in the Church.

Chapel remodel update – Looking to form a subcommittee.

5. Yearly Goals for 2021-2022
6. Discussed to review the past maintenance amortization spreadsheet on equipment/facility infrastructure. Corey noted to possibly look at an ongoing facility review program; Corey will present in future Commission Meeting.

Church

Windows – Met with vendor who is sending me a proposal to redo the tuckpointing around the Baptismal windows. He showed me where we could be having water coming in because of the loose mortar around the windows.

New HVAC Controls, Glycol issues in Heating Loop, Heat Exchanger.

Remodel of Chapel – Put on hold.

Additional lighting for in front of the altar.

School

North side window.

Rectory

New door and screen door upstairs on roof.

Re-slope the roof by the screen door,

Convent

Window replacement on garage.

Retaining wall by steps.

Additional items

1. Update on how the new electrical box in the parking lot worked for Fallfest
2. Leak in Holy Water Fount - I this Lee contacted someone about this? Anything this commission needs to know about or do?
3. I've gotten emails requesting the Commission to volunteer for a couple things.

ASC Agreed to do Hospitality on a weekend. The idea is to let people know what we do and get volunteers for our ministries. But we don't have ministries so not sure that's helpful. I'd prefer to do the other opportunity but if the members prefer this then I'll go along with it.

Attendance: John Z, Tom B, Cary, Pat, Teri