

Administrative Services Commission Agenda – May 16, 2023

In attendance: Cary, Corey, John, Ron, Don, Adam, Jill, Pat, and Teri

Guest: Jim G.

1. Opening Prayer – Jill
2. PLC Rep Report – Review of last month’s meeting from Adam- Adult Changing table in Family bathroom in the church will accommodate up to 300-400 pounds. The chapel floor was discussed. Mosaic for church back in play for Capital Campaign, Schools to provide Breakfast and Lunch for next year. May 20 is a cemetery clean up.
Ron to attend the May Meeting.
3. Update on ASC Goals
 - a. **Chapel Update** – Plan to re-do the sanctuary portion of the chapel floor with a whitewash.
 - b. **Sanctuary Update** – School bathroom upgrade part of the Capital Campaign. Still waiting on bids for the school projects from prospective vendors.
 - c. **Tunnel leaks**- Western Waterproofing came in and patched two areas of the tunnel. The leak in the third area is tied to redoing the parking lot and a decision on linking church to parish center chiller. The old church chiller would be on standby.
 - d. Amortization / Maintenance spreadsheet- Tabled for 2023-24 Fiscal year.
4. Updates on Current Projects:
 - a. Renovation of the St. Therese’s area is complete.
 - b. North Parking Lot – I received two other ideas to solve the water runoff problem. One is to dig a trench across the parking lot and connect it to the city sewer system. Another idea is to divert the water to the NW corner and let it drain onto the parking lot at that point. Discussion followed about drainage issues and viability of plans. ASC members had questions on trench and drain tiles due to impact on parking lot. Further investigation needed.
 - c. The Youth Room Mikayla and Pat met with vendor to talk about flooring for the youth room. Carpet installation is estimated to be in July. Eagle scout project will be completing the painting and taking up the carpeting. The dates for the Eagle Scout project are May 22-25.
 - d. The two planters – Pat received multiple plans with bids for the flower beds from Neeck Construction. C & J Stoneworks Inc. also sent a quote for the work. They had two ideas and the cost to replace the cap if we wanted to do that. Handouts for the bids were distributed.
 - e. JT Egner submitted a quote for the bathrooms with a couple of options.
 - f. Rectory driveway was awarded to Neeck Construction and will be completed sometime this summer.
 - g. Pat met with Rick Jansen from Building Controls and ironed out the issues we had with air flow in certain rooms.
5. New Business:
 - a. Need to look at the East parking lot to resurface and stripe all parking lots. Looking for two bids on this project.

6. Other Business- ASC Adjourned to the chapel to review proposed new finishes for the floor. Discussion followed on whether whitewash covers the existing paint job. Committee members agreed the whitewash did not correct the problem with the finish.
7. Closing Prayer

Minutes respectfully submitted by Teri Shea