St. Gabriel the Archangel

Administration Committee Meeting Minutes – Special Session

December 9th, 2014

**Attendees:** Marcia Brey, Amanda Wolz, , Shawn Fox, Fr. John, Bob Guenthner, Jeff Hopper, , Mark Frederick, Matthew Goetz

**Not Present:**, Brian Glanz, Steve Mattingly, Tammy Flippo

**Opening Prayer**: Marcia Brey

**Agenda:**

1. Review Shawn’s customer needs map for land acquisition and the proposed next steps/strategy
2. Review priority for “Year of the Church” projects
3. Review three houses St. Gabriel owns and discuss recommendations for usage/next steps.

**Next Admin Committee Meeting** – 6:00 – 7:00pm January 6th, 2015 in the Quilters Room

Below are the regularly scheduled meeting dates for 2015. All meetings are 6-7pm in the Quilter’s Room:

January 6th

February 3rd

March 3rd - Proposed

April 14th - Proposed

May 5th

August 4th

November 3rd

Respectfully submitted by Marcia Brey, Chair.

**December 9th, Meeting Minutes:**

**Review St. Gabriel houses**

* Postponed to next meeting.
* Team recommended meeting monthly so we could increase speed of implementation on projects.

**Review Customer Needs Map**

* Reviewed Shawn’s St. Gabriel Park Needs Assessment presentation. Good compilation of data and trends from the previous land committee and the Long-Range Planning Committee.
* Next step – create a customer needs map.
* Investigate a third party company to facilitate a cross-fuctional group representing the demographics of St. Gabriel parish to create a customer needs map. – Amanda W.
* Continue to recruit for 2 additional members of the Administration committee – Amanda W.

**Review Priority for “Year of the Church” projects**

* Recommended the top 7 projects to start scoping. See list below.
* Jeff will scope projects and get quotes.
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