****

**Administration Committee Meeting Minutes**

**January 30, 2018**

**Present:** Louie Wantland, Curt White, Larry Mikesell, Maria Dawson, Shawn Fox, Amanda Wolz, Jeff Hopper, Fr. John Schwartzlose

**Note Present:** Marcia Brey, Mike Hillerich, Jeff Hurst, Dave Slaughter

**Opening Prayer**

**General Information:**

* Review November 2017 meeting minutes for approval
  + Curt White makes motion to approve, Maria approves.
* Recruitment for 2 open positions (Amanda Wolz)
  + **Al Schumacher**
  + **Jill Hans**
  + **Chad Cureton**

**Resend list to group**

**Old Business:**

* Playpark Status Update (Amanda Wolz)
  + Storage Shed – size and details
  + Fence – will it be stained or clear coated
  + Send follow up response to Larry Mikesell and Admin Council
* Wayfinding Status (Jeff Hopper)

**New Business:**

* Review playpark landscape installation bids for recommendation to Fr. John (Jeff Hopper)
  + Motion to accept bid from Miller Mowing & Landscaping at $26,861. Project costs will be paid for through 4701.95 and under-ages.
* Review campus landscaping project bid for recommendation to Fr. John (Jeff Hopper)
  + Tabled for further review and clarification. Jeff to follow up to get site survey cost for the other two bids. Jeff will clarify the scope of the project. Ask for examples of project plans and references. References were provided for Meyers and Alaina referenced good feedback. Decision by June for fall installation.
* St. Gabriel Park – From the strategic plan standpoint, the acquisition portion of Strategic Plan 6.2.2 is complete. Now, we need to move in to development planning stages which can be done by volunteer committee. With development plan, we can then move to calculate funding and complete a funding analysis.
* Security Project – identify objectives, discuss sub-committee members.
  + Goal: Plan developed and presented to Admin Committee by March 2019
  + What is the system for? Does it need to be monitored?
  + Understanding of the opportunities and limitations of the system.
  + Understanding best practices from St. X and Southeast Christian.
  + Lighting, cameras, patrol, liability issues.
  + Ask Dave Slaughter to chair the effort. Potential members are: Steve Mattingly, Jeff Hopper, Curt to talk with Todd Mottley
  + Hire a security consultant

**Routine Facility Updates & Key Accomplishments:**

* Church Bells & Sound System (Jeff/Fr. John)
* MPB classroom refurbishment (Jeff/Amanda)

**Next Meeting: March 20th at 6 pm in the Parish Office Conference Room**

**Closing**