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**Administration Committee Minutes-January 18, 2022**

**Time: 6 pm – 7:30 pm**

**Location: Ministry House**

**General:** (Group)

* Review previous meeting minutes for approval **(Group)**
	+ Approved by group
* New Business
	+ Misc. project/maintenance updates **(Mark)**
		- Capstone Project
			* Have low bid, expecting one more bid tomorrow
			* $5500-$6000 probably
			* @ Nazareth Center
			* Water is intruding into brick walls, will replace and & fix capstones and waterproof
			* March 1 start probably. Finish by July 31
			* Will need ~$15-20K to fix leaks/waterproofing
		- New signage
		- K-Wing Restroom repairs
	+ Café Design Plan update/discussion **(Group)**
		- On hold for now, replace with MPB updates project (Matt will take ownership of this
		- Fr Jason is working on 10 year ‘priest plan’ with a top 10 priority list
	+ MPB Updates
		- Need to review previous plan and re-evaluate based on new stakeholders
		- Matt will do Mens Club survey
		- Will check previous plan
	+ Campus Wellness update **(Louis)**
		- Ph 1
			* Plan/plant garden sites, partner with landscape group to maintain
			* Create St G gardening club (all parish). Club would work on beds and have monthly evening classes with various topics
			* Create walking club
			* Energy focus, esp. in school. Possibly a ‘green classroom’ certification kids would apply for homeroom. Would create a scoresheet to judge rooms, voluntary and fun
	+ Parking and Fencing (bids/report discussion **(Group)**
		- Never got any proposals, sent 3, 2 visited site
		- Need to follow up with bidders
	+ St. Gabriel Park update **(Mark)**
		- Demo complete
			* Larry Clark is finished, removed barn, condemned house, & garage @ main house
			* Remaining buildings: main house, scout house, (2) rentals, workshop
	+ Future/Master Planning
		- No updates
	+ New Signage
		- Jan project-Blue Ribbon banner being replaced w/ Metal sign
		- Re-naming parish/school lobby
		- Adding metal blue ribbon sign on gym
		- Few more small changes
	+ Kindergarten Wing Repairs
		- Repairs complete, inspected, no issues
		- LED lights added
		- Joists were all broken at exterior walls in RR’s
		- Worried all joists have same issue, may need to be investi

**Confirm Next Meeting – February 15, 2022 6:00 pm @ Ministry House**

**Next Meeting Opening Prayer-Chris, Closing Prayer-Louis**