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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**