



## St Joseph Administration Commission

February 2, 2017

**Present:** Ola Spiess, Kathy Gergen-Mandel, John Peterson, Pat Upton, Tom Biechler, Joe Faeh

### **Opening Prayer**

**Approval of January Minutes: Minutes were approved**

**February Bulletin Cover: Kathy Gergen-Mandel prepared and emailed to members for review/comment. Approved and delivered for printing.**

**BUILDINGS AND GROUNDS COMMITTEE UPDATE:** Repair/Replacement Schedule was presented and further discussed. John Peterson is going to discuss the Schedule with Randy and B&G. All agreed that it would make sense to work to even out the expenditures as much as possible – create “buckets” of expenditures for planning purposes. John Peterson agreed that he would continue to work with B&G and provide an update.

**FINANCIAL DEVELOPMENT COMMITTEE:** The Committee is struggling for members. Focus right now is putting together a calendar of all fundraiser events for 2017. Each Commission was notified at the large group meeting to provide dates/information on any upcoming fundraiser event to FD Committee no later than December 1, 2016. Working to complete the calendar/present it to Randy Haney for comment. Additional volunteers needed.

**WISH LIST:** The process for putting items on the Wish List was presented to the Parish Council at the January meeting and sent back to Admin. Commission for two minor changes. Kathy Gergen-Mandel made the changes and circulated the revised document to Admin Commission members for comment. Changes were approved at meeting this evening and revised document will be re-submitted to Parish Council meeting in March.

**STEWARDSHIP w/OSV:** Discussion of progress on stewardship program w/OSV. Stewardship pledges are up. Working on means to gently remind parishioners of their commitment and giving status to date.

**CEMETERY:** New corpus is here and in storage. Working to identify funds to refurbish the crucifix. Goal is to have the project complete before Memorial Day.

**MISC:** Discernment schedule discussed. All members are encouraged to invite others to our meeting so they can see our process and hopefully get involved.

### **Closing Prayer**