

## Administrative Services Commission Minutes

September 25, 2018 Meeting

### Opening Prayer

**Attending:** Fr. Powers, Steve Salmon, Marti Bisacca, Dan Montgomery, Jim Riesselman and Ted Sikora

**Not attending:** Sharon Norman, Rory Rowland

### Business Updates & Reports:

- **Minutes**
  - Reviewed and approved the minutes July 17, 2018 meeting. They will be posted on the website.
- **Financials:**
  - Reviewed the financials for July and August 2018. There were no issues noted. Effective July 2018 the purple envelope was changed to Building and Grounds. Department 14 will be changed to reflect that on the October report.
  - Expenses reflect 3 paydays in August. Department 17 reflects repairs and maintenance to the south parking lot.
  - The yearly report to the parish should be received by parishioners soon.
  - Jim Riesselman asked if there is a report that would show the current age for every registered household
- **New Business:**
  - Jim Riesselman discussed a proposal from the Knights of Columbus Council to offer the various St. Mark's ministries to benefit from the proceeds of the Lenten Fish Fries. The ministry would help with busing the tables, kitchen help and clean up and receive 50% of the profits from the evening.

**Next Meeting:** Tuesday November 20, 2018 at 7:00 p.m. in MR 9.

### Closing Prayer

With no further business the meeting was adjourned.

Respectfully submitted,

Sharon Norman

Director of Administration