

**St. Margaret Mary Parish  
Administrative Committee  
October 21, 2003**

Attendees: Mark Sommer, John Balbach, Fabian Lipp, Kelly Collard, David Todd, Don Schuler, John Sherman, Doug Voet, Joan Barnell, Kathy Hite, Jeff Vonderheide.

The meeting was called to order at 6:40 P.M. and opened with a gospel reading and discussion. Minutes of the September meeting were approved.

**Old Business:**

After some discussion about the request from the School Drama Group for a sound system in the PAC, it was decided that Kelly Collard would discuss the issue with various people in the Parish Office and that Mark Sommer would contact Kate Nitzken to discuss their needs.

Mark Sommer requested that Finance, PTO, Athletics, and Picnic appoint a representative to a committee to develop a Fund Raising Policy. John Sherman agreed to Chair this committee, requested by the Parish Council.

**New Business:**

**Finance Committee – John Balbach**

- The financials through September were reviewed. Results are slightly unfavorable, year to date – we need to continue to watch closely.

**School Board – Doug Voet**

- Working on a 5-Year Plan. This plan will address, among other things, financial needs, facility requirements, and the curriculum.

**Stewardship – Joan Barnell**

- A new Stewardship Flyer will be sent out in Nov. or Dec. Plans are underway for the Thank You Dinner on January 17.
- More emphasis will be placed on helping the leaders of the various committees.

**Athletics – Nick Morley**

- No Report

**Grounds and Facilities Committee – Fabian Lipp**

- The Grounds Clean-Up on Oct. 4 had only 7 people. Another Clean-Up is scheduled for Nov. 1.
- The Contractor has completed work on removing 2 dead trees and clearing the area east of the athletic fields.

- A walking lane for the walkers from Deepwood will be striped off on the east side of the parking lot next to the football field.
- A new procedure for morning drop-offs in front of the school has been implemented. Hopefully, this will help alleviate congestion on Shelbyville Rd.

**Compliance, Audit and Procedures - - Chair Vacant**

- No Report

**Parish Council – Bob Coyle, David Todd, and Don Schuler**

- No Report

**Technology – Jeff Vonderheide**

- Mark Sommer requested that links be setup on the STMM website for contacting the chairs of the various committees. Jeff will contact Tom Osborne to implement.

The next Administrative Committee meeting will be November 18 @ 6:30 PM.

There will be no meeting in December.

The January meeting will be on the 4<sup>th</sup> Tuesday – January 27.

The meeting was adjourned at 7:30 PM.

