

**SAINT MARY OF THE ANNUNCIATION  
BUILDINGS & GROUNDS TEAM REPORT**

**DATE:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**AREA (X):**            CHURCH                      HALL                      RECTORY                      GROUNDS

**IMMEDIATE NEEDS**

WHAT	WHERE	WHY	PROPOSED NEXT ACTION

**MID RANGE NEEDS**

WHAT	WHERE	WHY	PROPOSED NEXT ACTION

**LONG RANGE NEEDS**

WHAT	WHERE	WHY	PROPOSED NEXT ACTION

**SUBMITTED BY:**