

## Parish Council Meeting Minutes – March 9, 2017

**Attendance:** Fr. Tom Sutton, Deb Lupo, Tim Markel, Bill Zimmerman, Jessica Reder, Christine Junga, Renee Krager, Sue LeVassuer, Karen Willsie, Janet Woronoff, Mike Buchman, Mary Ellyn Gushow, Sally Czabala, Tim Hadd, Sandy DesJardins, Deb Ora and Bill Rivet

**Excused:** Mike Jamrog, Shelley Helmreich, and Stephanie Schacher

**Review of Minutes:** The minutes were reviewed. Renee Krager motioned to approve the minutes as written, and, Bill Zimmerman seconded the motion, all were in favor.

### **OLD/NEW BUSINESS:**

1. Discussion of *Evangelii Gaudium*: Part 3. Session 3, titled “The call to reform the Church,” was provided and read prior to the meeting. Parish Council spent about 10 minutes in discussion sharing their thoughts on the document, acknowledging its challenges.
2. Clarification of staff’s role as non-voting members of Parish Council. Fr. Tom communicated that the voting members of Parish Council consist of at-large members, and the four Commission Chairs. These four chairs are from Education Commission, Christian Service Commission, Worship Commission, and the Administration Commission. Fr. Tom communicated that staff has a voice on the Parish Council, but not a vote.
3. Implement roll-call voting was discussed. Parish Council will now use roll-call voting on important decisions.
4. West Campus “for sale” sign update. Fr. Tom wrote a letter to the Bishop communicating the desire of the Parish to sell the West Campus. Fr. Tom communicated that this is an 11-step, very complicated process, and that we are on step 2. First, the minutes from our February meeting requesting the sale had to be signed by Parish Council and sent to the Bishop. The second step is to put an announcement in the bulletin communicating the intention to the Parishioners, and allowing them to object. The announcement must run in the bulletin for 4 consecutive weeks. The Bishop then has a discussion with his consultants, to see if they agree with the sale of the property. If that goes without objection, a Decree is then taped to the door of the building. After, people have 15 days to appeal the sale of the church, then the appeal goes to Rome. It will be at least 2 months before any opportunity to list the property.
5. New Protocol for contractors coming on-site. The purpose, especially for the school, is to address security. The new Protocol is to request all Contractors to come on site in the morning when Tom is available to meet with them. If they must come in the afternoon, they must be accompanied by a staff member. If no staff member is available, they must leave and come back again. This new policy will be communicated to all contractors. Also, Contractors must sign in at the Parish Office, to keep a log of who has been on site.
6. Parish Planning Committee – Mike Buchman represented the committee. He shared the previous Amen Corner posts. He shared the budgetary quote from Three Rivers Construction on a new gymnasium which would include 4 meeting rooms and restrooms. The budgetary bid price was \$2.6 million. He also had the previous budgetary quote on a new church building which included upgrades to the existing site. This bid was adjusted 10% for inflation, totaling \$3.5 million. The council now has the budgetary cost information requested on existing projects, and these two options of a new gym, or a new church building. The planning committee requests direction. The needs of the school were discussed, and Fr. Tom reiterated that the Bishop will not allow any expansion of the school. Sandy requested space for an Atrium, which is now located in the Parish Center. The current space is small. Parish Council continued discussions, solidifying the scope. It was said the price cannot go up for expanding the scope, and if it is much more than the budgetary bids, the support from Parish Council may change. Based on the information and a \$3.5 million budgetary bid from the planning committee, it was proposed from Parish Council to direct the planning committee to move forward in the process of building a new church building. A roll-call vote was taken. Nine voted yes, one voted no, and one member was not present. In the case where the West Campus sells faster than imaginable, the Parish Council will discuss contingencies at the next meeting in April. To date, Christine Junga has contacted Williams Township and the K of C hall about renting them for funeral luncheons. She has costs for these halls. Also, she contacted Grace Lutheran about using their gym for school athletic functions. Grace is not interested in renting their gym.

### **COMMISSION REPORTS:**

#### **Education/Formation: Sandy DesJardins reported**

1. AACS - Sandy reported that AACS is in the process of hiring a new cook. The 4<sup>th</sup> and 5<sup>th</sup> graders made fleece blankets for the Abortion Alternative group. March is reading month. March 14<sup>th</sup> is the AACS Family Fun and Faith Night. Open house went well. Current enrollment for 2017/2018 school year is at 72, we have 61 this year. They have 18 kindergarteners registered. Grandparents Mass will be April 28th.
2. Baptism team – 9 baptisms coming up. The team needs one new member.

3. Lenten activities - Bert Gohm March 15<sup>th</sup>, and LeAnne Osborn March 22<sup>nd</sup>, will be speakers after the soup suppers. The youth group will be providing day care during these talks. March 10<sup>th</sup> is the family oriented, contemporary, Stations of the Cross.
4. Youth Group – A trip to Cedar Point is being planned for the summer. They are planning to stay local with their Mission trip this year, and doing some other shorter duration service activities.
5. The new Parish web site is live – Christine Junga has updated the site. Looks great.
6. Parish App usage, 251 users. People logged 8 hours viewing the bulletin on line.

**Worship: Sally Czabala reported**

1. They talked about the soup supper that they will be supporting.
2. They worked on the Reconciliation theme and linking it with the stones and Bible verses handed out at Mass.
3. They are planning for Holy Week.
4. They are looking for new members.

**Administration: Tim Markel reported**

1. Properties – The Purchase Agreement for the Toni and Trish house has stalled out. No update at this time.
2. Plumbing – Used a camera to inspect the kitchen plumbing to confirm before doing major repair, and the camera showed the plumbing was done correctly, not to the incorrect drawings on file. No repair needed.
3. Lighting in the parking lot– Bid was \$11,000. They will give Mark approval to move forward.
4. Mark LeVassuer will get a proposal for 4 hand dryers: 2 in the boys' bathroom, 2 in the girls' bathroom. Bid also include the electrical work needed for drinking fountains.
5. New storage building – The proposed space was discovered to be inadequate. Mark is will provide a new proposal with more space. It will be located north of the church, near where the existing tables and chairs storage is. If the new structure affects the existing playground, updates to it will be included in the project.
6. Boiler – Mark received 3 bids ranging from \$50,000 - \$100,000. The process asked contractors to do what they thought it needed. With this range, they are now looking to get an Engineering firm to do a design on the project, to get bids on one design, an apples-to-apples bid.
7. School grant – AACS received an \$8860 grant to upgrade their PA system, to be installed by September 1<sup>st</sup>.
8. Last year CSA – only \$388.00 short from last year with some still coming from payment plans. 40 letters were sent to non-contributors. Nineteen responded. One left the parish. Twenty were removed.
9. Financials: Income: \$73000 (\$86000 was budgeted). Expenses: \$83000 (\$78000 budgeted). For the fiscal year, we are still \$78000 ahead. School income: \$28500 (\$29000 budgeted). School expenses: \$37600 (\$34900 budgeted). For the fiscal year, the school is -\$12000 to budget. As a whole, the parish is doing well.
10. New CSA increased to \$77551. Approximately \$2000 increase over last year.

**Christian Service: Renee Krager**

1. Conflict with the donuts again. Krispy Kreme increased prices without Speedway knowing. Speedway was unaware of the price increase and sold at the previous price. The committee is looking at Meijer again. April's donut weekend will fall on Palm Sunday, so it will be canceled.
2. Helping Hands put an announcement in the bulletin and the did get two calls for requests.
3. Migrant Program –It will take the place of the food pantry in May. They are waiting on a letter from the Bishop. It should come this month. It will ask for what is needed and designate the drop off location.
4. Mother's Day gifts were ordered.

**Staff Report: Fr. Tom**

1. An exhaustive report on staff was given by Fr. Tom during the Old/New business. The discussion was mostly about the staff's roll on Parish Council and on implementing roll-call voting for important decisions.

**Upcoming Events:**

1. Family Stations of the Cross – March 10th
2. Inscription Sunday March 12th
3. AACS Family Fun and Faith Night – March 14th
4. Talk by Fr. Bert Gohm – March 15<sup>th</sup>
5. RCIA Penitential Rite – March 19th
6. Talk by LeAnne Osborn – March 22nd
7. Stations of the Cross – Fridays during Lent
8. Communal Penance Service – April 5th
9. The next Parish Council meeting is April 6, 2017 at 7:30 PM.

Tim Markel moved to close the meeting, and Bill Zimmerman seconded the motion.

*Submitted by Tim Hadd*