

St. Catherine Laboure Catholic Church Parish Council Meeting

October 8th, 2009

Parish Council Monthly Meeting Called to order by Michael Bulls, Chairman.

Members in attendance: Fr. Terry, Deacon John Burke, David Jones, Vice-Chair, Joanne Mauro, Secretary, Randy Collins.

Sharon Pruitt, Josie Perez

Building Committee Members: Steve Matthews

Finance Committee Members: David Boring

OPENING PRAYER

STANDING AGENDA ITEMS

Minutes:

** Motion made and seconded to approve and sign off on Aug 9th, 2009 Council Meeting and Sep 17th, 2009 Work Session minutes.

General Information and Announcements: Fr. Terry Crone.

**Michael Bulls thanks everyone involved with the move into the new church. He reminds us that everyone did what they could do and that we are blessed. The advertising in the newspaper seems to have worked in bringing in many new faces.

**Recommends that all Council members participate in welcoming people each Saturday, Sunday.

**Karen Derochers reports we have nearly 30 new families' registered in the last two weeks.

**Steve Matthews recommends we remember to advertise through the Chamber of Commerce. Recommends we send them a new church announcement.

OLD BUSINESS

Fr. Foley:

**Deacon John has invited him to the first two masses and he will be sent an invitation to the dedication. Deacon John has also brought him to the site during construction. Fr. Foley's 32nd Anniversary is coming up on November 23rd. Steve Matthews recommends a card and a little gift. Jerry Matthews and Josie Perez will work on that.

Bulletin Boards:

**Dry erase boards are hung in all classrooms. A bulletin board, lockable is in the Narthex.

**A handout rack will be built by David Boring and hung in the Admin side of the church.

**The Ministry schedule for signing in will be on a clipboard that will be put in the Sacristy for this purpose. Those "on-call" will sign-in.

- **A decision was made to purchase frames and frame the Archdiocese posters that arrive periodically and display them on an easel. The Decorating Committee will be in charge.
- **CCD would like bulletin boards in the CCD hallway. Steve Matthews reports that a cork strip is being placed in each classroom to display works.
- **The Decorating Committee is involved in the decisions of whether or not to hang additional items in the hallways. Steve Matthews will assist the Decorating Committee in determining how many, what type and where additional boards will be.
- **Commission for Communication will be responsible for the bulletin board currently in the Narthex.
- **Additionally, the Parish Council needs a board and the Ladies Guild would like a bulletin board. Fr. Terry suggests that we “match” the board to the one already there.
- **The Decorating Committee will work with Fr. Terry on any additional pictures.

Keep off the Grass signs and other signs:

- **Josie Perez says St. Michaels has nice signs and will look into where they got them.
- **The budget has money for interior signs and the Building Committee is working on signs for all the doors, including the Cry Room, Restroom. Office, Memory, Room Number signs.
- **Fr. Terry states he would like a sign in the front that points to the Office.
- **After much debate over whether or not we want signs about food and drink, a decision is made to wait and see if we need them.

Flags:

- **Ray Shapland and Joe Brownlee are managing this project. Goal is to have a ceremony.
Question of who will be responsible for raising the flag, lowering at half staff periods. Michael will talk with Ray and Joe and relay any concerns to Council.

Knights of Columbus:

- **David Boring brought forward this idea. Deacon John has a contact with John Riley, a parishioner who wants to start a group.
- **Fr. Terry, Deacon John, and John Riley will talk with the Toccoa Council.

Yard Sale:

- **Jerry reports that she needs help on Saturday. Also that she needs someone to help pick-up a couch and TV. David Jones volunteered to help.
- **This weekend in the Narthex we are asked to help get people interested in donating and/or helping.

Ministries:

- **Deacon John put up sign-up sheets for all ministries last Sunday.
- **Starting on Wednesday, October 13th, training for Lectors and Ushers. Thursday, October 14th will be training for Eucharistic ministers.
- **We have done very well with the new church ministry works and will be adding one new Usher for future Masses for a total of three.

**Collections were discussed. Decision was made to start the collection for the center pews in the front and then in the middle. Deacon John will make up a schedule for the next two months. Also he is looking for Ministry Captains – someone who will be in charge of that ministry.

Open House:

**Invitation is in the papers.

**Deacon John will meet with people to go over the different “stations” in the church.

**Ladies Guild is in charge of refreshments.

**Welcoming Committee will have name badges and stand in the Narthex.

**There will be a bulletin insert.

Dedication:

**Ladies Guild would like a head count.

**Invitations will go to entire Parish membership.

**Fr. Terry has a list of priests he wants invited.

**Fr. Terry would like an RSVP card. Deadline to return – 2 weeks from event.

**No RSVP cards.

**Holy Cards will be made.

FINANCE & BUILDING

Safe:

**For Sacramental records has been ordered.

Lawn Maintenance:

**David and Steve are working with current landscape company.

Keys:

**The keys to be handed to those receiving them will be ready by the weekend. David Boring recommends we keep a master key to all.

State St. Property:

**Needs cleaning. Council recommends we postpone this until the New Year.

Betty Poole Painting:

**The Council discussed where to hang this painting. A decision was made to display the painting in the Narthex on special occasions. Then Father indicated that he would handle this.

NEW BUSINESS

Wells Petras:

**Wells Petras made a presentation. He is a licensed, professional counselor. He has been using the State St. property to see clients. There are no counseling facilities in Commerce. He is asking if he could use the new site as he has been using the State St. site. He also made his services available to the Bereavement Committee and offered to the church community the opportunity to parishioners to come see him,

especially if there is an inability to afford counseling elsewhere. He would like to do this as an offer of giving back to the community. Fr. Terry sees no issue with Wells Petras using the Elrod Rd. church. Michael Bulls recommends using the classroom in the new church as the site for counseling. A discussion about which key Wells Petras would need is ongoing.

**David Boring asked about any liability concerns and malpractice concerns. Michael Bulls stated that Wells Petras has signed a waiver and Wells Petras states he carries his own liability insurance. Fr. Terry stated that if a patient is a minor or vulnerable adult he will have to get approval through the Archdiocese. Wells Petras states he has no current clients who fit into those categories but he will gladly do whatever the Archdiocese recommends. Wells Petras will provide a copy of his liability insurance and Fr. Terry will confirm it through the "Safe Environment" people. Fr. Terry recommends Wells Petras go through the vetting process of the Catholic Church. Wells Petras agrees to do so.

**Deacon John would like to work with Wells Petras on bereavement counseling and possible spiritual counseling. A decision is made that until the State St. property sells, Wells Petras will continue using that property.

**Karen will determine what needs to be done before Wells Petras starts seeing clients in the new facility.

**Council voted unanimously to extend the previous agreement to allow Wells Petras access to both sites to continue the counseling services to not only his clientele but also parish members as they seek him out.

RCIA and CCD

**Deacon John has a few people who are interested in RCIA. Also there are a number of young children who need additional help with the Sacraments. He will be working with them to prepare them for the Sacraments and they will be placed in appropriate CCD classes on an individual basis.

**Michael Bulls asks about the need for a CCD Medical First Aid Kit. The budget includes funding for this type purchase. Jerry Matthews volunteers to purchase a kit. A decision is made to purchase the medical kit. Fr. Terry indicated he will research the purchase and cost of an AED.

**Fire extinguishers are in the kitchen and in the Choir Loft.

**Josie Perez stated that the parents have to provide any medications the children may need and the parent would have to complete a form. Karen states that some permission forms have been ordered. Sharon Pruitt states the teachers would like to have a Safety Training. Michael asks if this needs to be church-wide. Fr. Terry states that each room would have an evacuation chart and once that is complete then a training of teachers and ushers would need to occur. A decision is made to develop the Emergency Preparedness Plan on our own. Fr. is adamant that each room has an evacuation plan.

**David Boring will make the diagrams for the exit plans for each room and try for size 8x10's and they will then be framed.

**Also – Sharon Pruitt brings up the concern of if/when we have special needs CCD children. Sharon recommends that when the time arises, we place a notice in the bulletin that we are looking for a Special Needs teacher.

Copier/Scanner

**Karen made a presentation on costs of current copier compared to the new copier. A discussion ensued about the benefits of upgrading our copier or sending our bulletin out to be printed; and about whether to buy or lease a new copier. A decision was made that an upgrade to the printer is a necessary cost of business. We need to move to a larger bulletin as the current 8x10 size is too crowded.

**A new printer is not in our budget, but we do have \$1,200 in the current budget for printing and copying. There are additional funds in the budget that could be allocated.

**Fr. Terry states that a new larger color bulletin is a good sign that we have “grown-up”.

**A motion made and carried to buy the copier we have been discussing at a cost of \$3,800 and a per page maintenance fee of 8.5 cents per color and 1.3 cents per black and white page. Michael Bulls will ask about a better maintenance rate.

Special Collections and Outreach Ministries

**Moved to next Council meeting

Votive Candles

**Several parishioners have asked why the candles are in the Narthex.

**The candles currently in the Narthex were donated.

**The plan is for votive candles to be in the church on either side of the altar.

**Fr. Terry recommends we leave the Narthex candles where they are especially since some will eventually be in the church under the statues.

OTHER BUSINESS

**Marge Farmer asks if the Rosary that currently happens on Monday night could be moved to 20 minutes before Sunday Mass.

**Fr. Terry states that the Choir practices before Sunday Mass.

**Steve Matthews recommends using the area around the fountain while the weather is good.

**Cynthia Newberry recommends using before or after Mass on Thursday.

**A decision is made to try the Rosary outside 20 minutes before Mass. A notice will be in the bulletin.

**Rosary Rally will be held on Saturday.

CLOSING PRAYER

Meeting adjourned 9:23pm.