

# St. Catherine Laboure Catholic Church Parish Council Meeting

July 15, 2010

Parish Council Monthly Meeting Called to order by David Jones, Chairman.

Members in attendance: Fr. Terry, Deacon John Burke, David Jones, Mark Oesterle, Joanne Mauro, Chris Fox, Josie Perez

**Building Committee:** Steve Matthews  
**Finance Committee:** David Boring  
**Wedding Committee:** Karen Donaldson

**Decorating Committee:** Cynthia Newbury  
**Maintenance Committee:** Ray Shapland  
**Welcoming Committee:** Jeri Matthews

## OPENING PRAYER

## STANDING AGENDA ITEMS

### Minutes:

- June 2010 Council Meeting minutes approved and signed off by Council.

### General Information and Announcements:

- David Jones asks that we keep those members of our mission who are sick or recovering in our prayers.
- Ray and Roswitha Shapland and the Youth Group cleaned up the brush piles on Mr. Sims property last week.

## OLD BUSINESS

### Council Elections:

- David Jones announces the new Council members. They are: Josie Perez, reelected; Chris Fox; Mark Oesterle; Jose Valeri will be an alternate
- 121 parishioners cast votes.
- Fr. Terry installed members this past Sunday.
- Josie Perez is re-elected.
- Mark Oesterle will serve as Vice Chairman
- Sharon will cover the Commission for Parish and Community Life
- Chris Fox will chair the Christian formation ministry
- David Jones presents plaques to Randy Collins and Michael Bulls.
- Michael Bulls thanks all the incoming members of the council for stepping forward.

### Signs:

- Ray Shapland has approached Mr. Sims about the placing of the sign. Mr. Sims owns both sides of Elrod Rd for "a good ways" down on either side. Mr. Sims declined signing an agreement allowing us to place a sign on his property. Mr. Sims did not mind a "temporary" sign, but did not want to grant an easement or allow us permission to permanently place a sign on his property. Ray offers options of:
  - 1) Mr. Russell Wilson may be approached about putting a sign on his property. Mr. Wilson owns the property off Hwy. 15. Ray has contact info for Mr. Wilson.
  - 2) Place the sign on the property we have. This would require some trees to be removed for safety reasons. There is a regulation that allows one sign only per

property. We may request a variance to the Planning Commission. This would put the sign past the entrance when coming from Jefferson area.

- Fr. Terry recommends we try to place it across the street.
- A suggestion was made to offer to pay Mr. Sims rent.
- David Jones and Ray will work on a solution this month.

### **Audio Issues:**

- Fr. Terry states that the porch speakers were on and he has turned them off.
- Other issues seem to have stabilized.

### **Leasing of State St. Property:**

- Fr. Terry reports that the State St. property has been leased effective 1 July.
- The Voice of Life Worship Center is leasing for \$800.00 per month. First 2 months rent went to the realtor. The tenants are responsible for all repairs. All major work in the building must be approved by St. Catherine's/
- The roof loose shingles and leaking has been fixed by us. Ray will bring the bill to the church if one is presented.
- Steve Matthews states that air filters were replaced and the air conditioning was checked out.

## **FINANCE & BUILDING**

### **Maintenance:**

#### **FENCE / POND Issue:**

- Ray states that as soon as Beeco is finished with the retention pond and it meets county standards, he will have the fence erected.
- Steve Matthews states that the main issue now with the pond is erosion on the hill – grass must be growing on the hill. We have been asked to extend the bond for an extra 90 days, (Currently due to expire at end of July).
- David and Denise Boring have planted grass and are watering it daily.
- Steve gave David Jones a copy of the landscaping contract, between BEECO and landscaper. It expires on 21 August. Plants are guaranteed per this contract. BEECO representative has told Steve that BEECO will complete the landscaping – plants, sod, - concerns that were on the original contract – this includes areas nearest the church.

#### **Other Maintenance:**

- Steve gave David Jones a copy of the landscaping contract, between BEECO and landscaper. It expires on 21 August. Plants are guaranteed per this contract. BEECO representative has told Steve that BEECO will complete the landscaping – plants, sod, - concerns – around the church.
- Ray has received a quote for sodding the area on the road. Our original contract included only seeding and hay, but it is being washed away and/or blown away.
- Curbing has been done but the inside areas of the curbs need to be filled and covered with pine straw. This is not covered by the contract. Ray estimates the pine straw will cost approx. \$500.00. Ray asks if we would rather fill the area with stones. He will get a price. Joe Martin has offered free fill dirt. A truckload – 18 tons – would cost \$100.00, delivered. Ray recommends we take the free dirt and using a bobcat, move it ourselves to fill the curbing areas. David Jones, Steve Mathews and Ray Shapland will discuss this further.

- HVAC Maintenance contracts are signed.
- Center front doors have been fixed.
- Stairwell lock is now lockable with a B/C key.
- The “key” man discovered there were no “B” keys in the building. This issue will be worked on by Fr. Terry, Deacon John and Steve Matthews.
- The windows have been cleaned. Current schedule is cleaning in June and December. We will need to remind the cleaners when we need them done again. Ray will take care of this.
- The alarm system was blown out by a lightening strike. Currently the monitoring site does not have access to our system.
- Lightening strike affected the phones, lights, and audio.
- The motion detector issue appears to be corrected.
- Michael Bulls presents the appraisal on the Woods Bridge property. Current appraisal is \$82,000, which is significantly lower than we paid, \$174,000. Decision made to allow the listing to expire, not actively seek a sale at this time.
- Current issues with the Woods Bridge property include a leaking roof, sloping floors, and the HVAC is inoperable.
- Fr. Terry states we just received a water bill for \$1400.00 for this property due to a water leak. He will look into getting the bill adjusted.
- Discussion on feasibility of fixing the house and then renting it. Could probably rent it for about \$500. per month after estimated repair costs of approximately \$3000.
- Decision to get an estimate of what it will cost to repair the roof. Ray will take care of this.
- Ray states that the lawn has had one spray treatment and will have another next week.

### **Finance:**

- Fr. Terry reports that he has submitted a budget to the Archdiocese that included 100 % of Fr.’s expenses and 1/3 of the rectory expenses at St. Mary’s. That leaves \$33,000 excess at the end of the fiscal year. This looks good for our chance of becoming a Parish. There are other considerations but the fiscal ability will play an important role.
- Process of requesting to becoming a Parish was discussed. Fr. Terry would write a letter to the Dean which then goes to the Priest Council and then possibly to a sub-committee; then back to the Deanery to determine Parish boundaries. As a Mission grows and becomes more and more responsible and able to carry their own weight and be more independent from the mother Parish, the transforming into a Parish from a Mission usually comes fairly quickly. Having our own priest will be the sticking point – as there is currently no extra priests available.
- Fr. Terry recommends we become more focused on selling the brick pavers. David Jones asks about the placement of some stones as a method to draw attention to them. The prices of the bricks are \$100.00 per one; \$250.00 for three. Fr. reminds us that the bricks are in reality a contribution/donation to the church.

### **NEW BUSINESS**

- Karen asks Fr. Terry to mention our new software that allows online donations. Father states that in the near future we will have this program linked on our website. The fee is \$1.00 per transaction plus 1% of amount of donation. If using a credit card there is an additional credit card company fee. All donations made through this system during any one month will be distributed to the church at one time.

- Deacon John had three people attend the Eucharistic Minister class. He will have another class in the fall.

## **OTHER BUSINESS**

- Josie Perez would like to have an event at Jackson EMC for all the volunteers for a thank-you dinner. Decision to move this to April of next year and to follow it with the new Ministry sign-up session. Josie will lead this effort.
- Denise Boring is planning the Mission Anniversary event for either 2 or 3 October. This will be combined with the dedication for the memorial stone for the un-born. This event will be on the grounds.
- Joanne Mauro will develop a Parish Newsletter Committee. First quarterly edition will be in September. This will focus on parish events; parishioner milestones; a calendar; ministry focus; and other items.
- Decision to contact the caregiver of the family that was concerned about run-off. Fr. Terry will do this.
- Michael Bulls will brief the Facility Policy to the Council when it is completed.
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## **CLOSING PRAYER**

Meeting adjourned 8:15pm.

**NEXT MEETING: 6:30 August 12<sup>th</sup>, 2010**

**St. Catherine Laboure Catholic Church Parish Council Meeting**  
**July-August 2010 Task List:**

**Fr. Terry:**

- Pray for the rest of us!!

**Council VP - David Jones**

- Work on a solution for the Hwy. 15 sign with Ray Shapland.

**Joanne Mauro:**

- Create Newsletter Committee.

**Building - Steve Matthews:**

- Decision on whether or not to extend the bond past 21 August.

**Finance-Building - David Boring:**

- Plan the placement of the completed pavers.

**Maintenance - Ray Shapland:**

- Get an appraisal to fix the roof on Woods Bridge house.
- Decision on whether or not the sodding needs to take place on the hillside.
- Plan the adding of fill dirt to the curbed areas.

**Ushers - John Pekarske:**

- Usher Instruction List.

**Denise Boring:**

- Planning Anniversary event.