

St. Catherine Laboure Catholic Church Parish Council Meeting

June 10, 2010

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

Members in attendance: Fr. Terry, Deacon John Burke, Michael Bulls, David Jones, Joanne Mauro, Randy Collins, Sharon Pruitt

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:

- May 2010 Council Meeting minutes approved and signed off by Council. One change made after this – to correct the quotes on curbing to include the change of second option was for 320 feet PLUS 141 feet(\$3828.).

General Information and Announcements:

- Council thanks all for the preparations and involvement for the Ministry Fair. Jeri Matthews states that there was a good response. Deacon John states there are 9 new Eucharistic Ministers signed up (for a total of 25-26) and he has a training scheduled. 3 or 4 young students signed up as Servers and he will schedule training for them.
- David Jones asks that we keep Josie Perez and Chris Bulls in our prayers.

OLD BUSINESS

Signs:

- David Jones reports the front yard sign and side sign are installed.
- The Hwy 15 sign has been made and paid for.
- Ray Shapland states he will get Mr. Sims to sign the paper, then will give the application back to David Jones for filing with the Hall of records.
- The Pro Life headstone has been installed. The installation was donated by Master Grave Services. Karen Derochers will send a thank-you letter.
- The mailbox has been installed and is in use.

Council Elections:

- David Jones states that 6 of the 8 nominees have been interviewed.
- Current plan is to hold nominations for 2 weeks – 19/20 and 26/27 June.
- Fr. Terry will announce the new members on 10/11 July
- The next Council meeting and first meeting for these new members will be 15 July

Audio Issues:

- David Jones reports that the podium mic has a short. There is also a concern about a change in frequency use that will take place on 1 July. Steve Matthews will look into this. A replacement will cost between \$150. To \$225 according to Michael.

- There is a question over whether or not we purchased a new gooseneck for the microphone and if that caused the short.
- Fr. Terry asks the Ushers to somehow let him know if the mic is not on during Mass.
- The lavalier(!!) receiver is also being turned off by an unknown person during the week.
- The Audio installers have been called out several times and the problems we experience cannot be reproduced when they are here.
- If the audio receiver is working correctly and the podium mic is working correctly, then the sound is good. The cry-room issue we had was due to the volume control.
- We have not identified anyone to manage the audio system yet even though it has been in the bulletin.

FINANCE & BUILDING

Maintenance:

- Fr. Terry reports that Bob Wollaston has delivered a lease request for the State St. property. After some back and forth the contract should be received by Fr. Terry by mid week. The contracts states that the leaser will maintain and be responsible for all repairs and maintenance to the property and all taxes, utilities and other costs. The lease is for 3 years and before the end of the lease the tenant is required to purchase the property. The leaser would like to occupy the building by mid-July.
- Jeri Matthews states we will have an emergency yard-sale when the lease is signed.
- Ray reports that we have no additional bids on the curbing – the 2 additional companies he contacted did not respond. Ray understands the reason for no response to be that the other companies are concrete only laborers. Our proposal includes landscaping. At this point Ray suggests we stay with Beeco, as they are a General Contractor. Current price estimate is approx. \$12,000 for all the curbing, the French Drain, the landscape/erosion problem. Some discussion on revising the areas we want curbed.

FENCE / POND Issue:

- The County Inspector told Ray that the Retention Pond has not passed County Code.
- Ray states the inspector also told him that a neighbor has reported that the flume coming out of the retention pond is dumping mud in their back yard. The inspector states that we offered to repair the retaining wall. We actually asked the family to work out the price with Beeco and we would go from there. The family never called Beeco.
- David Boring reports that the pond was not signed off on when we received the CO from the county. Once we started talking about doing the flume, Beeco stopped work on the pond until after we decided what we were doing with the flume. There is a question about what Beeco will do for the pond – either take out silt or landscape the “wash” area. Either way, it will be Beeco’s responsibility to appease the county requirements.
- The existing contract with Beeco includes the pond, and erosion jobs and the landscaping job. A copy of the contract is on file with Catholic Construction. David Boring states that it is usual for the landscaper to come back after one year to do a final check on the landscape work. The bushes behind the church are not part of this contract.
- Steve Matthews talked with Beeco about a month ago and Stan assured Steve he would be talking to the landscaper. This landscape project DOES NOT include the grass.
- Per David Boring, once Stan starts the work, the County will be pushing for proper work.
- Ray presented the fence bids. Chapman Fence bid - \$3299, although it is for 50ft. less than other bids; Healen(??) Fencing Inc. -\$4150; AT Falls Fence - \$3900. Specs are the same for all bids. The county does not have to inspect the fence.

- Per Sharon Pruitt the date of Substantial Completion was September 25th, 2009. We need the above items completed before the warranty expires September 25, 2010.
- Payment for these 2 projects are in this years budget. Discussion of keeping part of the payment for Beeco 'back" until completion of the project.
- Council voted to award the retention pond, erosion problem job to Beeco.
- Council voted to award the fencing job to Chapman, after Ray checks with them on the footage.
- David Boring and Steve Matthews will talk to Beeco about the awarding of this contract.

Other Maintenance:

- Ray has purchased the replacement flags.
- Ray states that to service all of our HVAC units would cost approx. \$690.00 per year. The HVAC company is coming on June 16th to check the units. Ray will work on this contract.
- Michael states there is a problem with the 2 front doors. They do not open easily. David Boring states we need to get Stan over to check them out.
- Ray states that the windows will be cleaned on the morning of June 23 for \$350.00.
- Discussion of asking for additional help for the maintenance position. These last few months have been maintenance-heavy, but we expect the jobs to ease off in the coming few months.
- David Boring states the cooler needs some work and he has called the plumber.
- Also, the security alarm needs checking because it keeps going off at night.
- The lawn needs to be treated for weeds. Ray will question the lawn person about this.

Finance:

- David Boring reports on the budget for next year. We have a net income in the \$95,000 area. \$24,000 will go to principle. \$43,000 will go towards interest.
- David recommends being cautious. The economic recovery is not actually here yet!
- Our costs increased – as expected: CCD - +79%. Liturgy - +200%; Religious Ed - +300%.
- David will forward the proposed budget to the Council. The Council will review and forward any recommended changes to Michael. Michael will forward those recommendations to Fr. Terry. This needs to be accomplished no later than 25 June.
- We may not want to invest in a Rectory right now. Due to the financial consideration and the fact that the Archdiocese may not have a Priest to send us.
- Other income options still available to us are the possible sale of the Woods Bridge and we are still selling bricks. The Wood Bridge property has had no new offers. We were asking \$176,000. The Archdiocese will have to approve any sale price. We need an appraisal on the property. Steve will talk to Bob Wollaston about getting an appraisal.
- So far we have sold about 1/12th of our bricks. Some discussion on possibly lowering the price of the bricks. Randy Collins asked about the possibility of placing some of the bricks that have been sold as a way of advertising them. All agreed this was a good idea.
- David Boring recommends we find ways to increase attendance, by having an additional Mass if possible. Father Terry will look into this and states that other options include moving CCD to a different time in order to alleviate some of the parking space problems.

NEW BUSINESS

- Phone Book advertising. Karen will make sure we are listed in any/all area phone books.

OTHER BUSINESS

- The calendar has been loaded on the website. Any additions to the calendar should be submitted to Karen who will get approval from Fr. Terry and then post to the calendar.
- The Wedding Guild Mission Statement is completed.
- The Council will be establishing the Commission Leadership positions. In the future this will alleviate the current practice of all items coming before the Council.
- Newsletter topic was raised by Pam Lister. Fr. Terry states that in some Parishes the Newsletter is used as a way to focus on different ministries. At this time all decided not to pursue a newsletter.
- David Boring asks about recognizing the one-year anniversary and other “fun” activities such as movies, or picnics, spaghetti dinners, fish-fry’s, fund-raisers, etc... Joanne will talk with Denise Boring about possibly heading this commission.
- Nicole Cavanaugh mentioned that we miss one age group – the young adults. We will put this on the agenda at a future date to discuss need and possible solutions.
- Steve Matthews asked about an appropriate ceremony for the pro-life headstone. October is National Pro-Life Month. January is the anniversary of Roe vs Wade and is Sanctity of Life Month.

CLOSING PRAYER

Meeting adjourned 9:00pm.

NEXT MEETING: 6:30 July 15th, 2010