

## St. Catherine Laboure Catholic Church Parish Council Meeting

June 16<sup>th</sup>, 2011

Parish Council Monthly Meeting Called to order by David Jones, Chairman. Members in attendance: Fr. Terry, Deacon John Burke, Deacon Curt, Mark Oesterle, Chris Fox, Josie Perez, Joanne Mauro

**Building Committee:**

**Welcoming Committee:**

**Finance Committee:**

**St. Vincent de Paul:**

### OPENING PRAYER

### STANDING AGENDA ITEMS

#### Minutes:

- May 2011 Council minutes approved.

#### General Information and Announcements:

- David Jones asks that we keep those members of our parish who are sick or recovering in our prayers.
- Catholic Camp – Wendy reports that the 30+ kids raised over \$400 for SVdP. It was an ideal camp. Comments included a possible change of time for next year – so that the camp ends by 12PM.
- Landscape and Parking Lot work looks wonderful!

### OLD BUSINESS

#### Sound System

- Wendy reports that the Cry Room was not working properly this past weekend. Ronald would like to get that changed/fixed. There has been no sound and now no vocals in the Cry Room. This problem has been going on since Easter.
- Ronald has not been in touch with the original sound people. He has left messages but they have not been returned.
- David Boring was going to call the sound people but we are unsure whether or not this has happened. Fr. asked Karen to call the sound people who are the same as the alarm system people. Richard is the POC. Karen will ask them if they are available to meet with Ronald one night soon.
- If we still cannot get the original company to respond, then we will ask Ronald for his assistance.
- Wendy also reports that the sound in the loft and in the Narthex is not working properly.

#### Building Committee/Maintenance:

- Ray's Position:
  - ❖ We are looking for someone to help take over some of the responsibilities that Ray now has.
  - ❖ Ray is not present to discuss any progress.

- ❖ Karen states that we have received one resume from an interested parishioner.
- ❖ David Jones asks Karen to hold onto the one resume until we get a list of duties from Ray.
- **Elrod Street:** No report.
- **Tile Repair:**
  - ❖ We haven't received a call back from the contractor.
  - ❖ David Jones asks if we should just move forward with someone else.
  - ❖ David will ask David Boring for recommendation for next step.
- **State Street:** No report.
- **Woods Bridge:**
  - **Lawn Mower:**
    - ❖ Mark states that he has seen them for well under \$500.
    - ❖ David Jones recommends we move forward with purchasing one.
    - ❖ Motion made and seconded to approve up to \$500 for the purchase of a lawn mower for Woods Bridge.
    - ❖ David J. will call Steve Matthews and let him know.

**Signs:**

- Sign was sent back for a font change.
- Once they are returned, they will be placed.

**St. Vincent de Paul:**

- Joanne and Melody met with Jefferson Rotary.
- Over \$16000 has been provided in services in the first few months.
- 47 home visits.
- Over 100 people have been served.

**Council Elections:**

- Interviews are in process. Still taking nominations.
- Election process will start 25 June and run for 2 weeks.

**Task List Reviewed**

- Mark reviewed items on the list.
  - ❖ Grass cutting at Woods Bridge is unknown. Steve will be back on Father's Day and will be able to tell us.
  - ❖ David Boring will now be the first call for the alarm system.
  - ❖ Karen will double check the amount of rings on the answering machine and how many times the alarm company allows it to ring.
  - ❖ Procedures for opening/closing the doors when the alarm is set: Approx. 30 keys have been handed out. Different codes were used. Fr. states we will reduce this down to one code.

- ❖ Karen will send out procedures to Joanne. Joanne will ask Marge to laminate the cards.
- ❖ Ray still has to come up with task list.
- ❖ Fr. states that the back door needs to be tightened so that it will not open.

**Facility Use Policy:**

- Michael Bulls was not present.

**Finance Committee Report:**

- No report.

**NEW BUSINESS:**

**Bird Houses:**

- Discussion about either bird houses or plastic owl to be used for the scaring away of the birds building nests on the building.
- Ray and David J will build the houses.
- They will also consider inviting the youth to assist.

**Secretary's Salary**

- The last salary increase was in 2009 before we moved.
- We need to know the cut-off before benefits have to be paid.
- Council votes to agree to any salary discussion that takes place between Karen and Fr. Terry.

**Request Form / Comment Form:**

- Is there a need for a suggestion box?
- In the past it was used for agenda items for council meetings. We take care of this now through email.
- Items that are in the back document rack by Karen's door are not currently being used.
- Joanne will create a comment form. David will find a sample box style that could be used and present it to the Decorating Committee.

**CLOSING PRAYER**

**Meeting adjourned.**

**NEXT MEETING: 6:30pm. July 7**

## **TASK LIST FOR JUNE 2011**

### **David Jones**

- Place the entrance sign. (With Ray).
- Contact David Boring about tile repair.
- Present the Decorations committee with sample comment box.
- Ray and David J will build the birdhouses. They will also consider inviting the youth to assist.

### **Ray Shapland**

- David Jones asks Ray to write up a bulleted list of expectations and present to him.
- Place the entrance sign. (With David J.)
- Ray and David J will build the birdhouses. They will also consider inviting the youth to assist.

### **Karen Derochers**

- Karen to call the sound people who are the same as the alarm system people. Richard is the POC.
- Send Joanne door opening / closing instructions
- Karen will double check the amount of rings on the answering machine and how many times the alarm company allows it to ring.

### **Steve Matthews**

- Approved to purchase a lawn mower for up to \$500.

### **Joanne Mauro**

- Ask Marge to laminate the door opening / closing instructions.
- Joanne will create a comment form.

### **Wendy Oesterle**

- Determine any progress with Ronald meeting/speaking with the sound system installer.