

# St. Catherine Laboure Catholic Church Parish Council Meeting

April 19, 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, Josie Perez

Building Committee: Steve Matthews  
Decorating Committee: Betty Martin  
Finance Committee: David Boring  
Heavenly Dusters: Linda Collins  
Maintenance Committee: Ray Shapland  
Music Director: Wendy Oesterle  
Web Site: Linda Collins  
Wedding Committee: Karen Donaldson  
Welcoming Committee: Jerry Matthews

## OPENING PRAYER

## STANDING AGENDA ITEMS

### Minutes:

- March 2010 Council Meeting minutes approved. Feb. and Mar. minutes signed off by Council.

### General Information and Announcements:

- Jerry Matthews reports that the yard sale made \$2,730.00.
- Michelle Foley had surgery. We are asked to keep her in our prayers.

## OLD BUSINESS

### Signs:

- David Jones met with Jim Rovenelli. He received prices for a 4x4 sign for Hwy. 15. A double-sided, aluminum panel. White PVC plastic frame. Installed. Posts with caps. \$390 for a plastic inside or \$450 for a marine board plywood inside. The front yard sign will be made for free. Center of ditch line is easement on Hwy. 15. No permit required but we need permission from the landowner/leaser. Ray Shapland will contact the land owner/leaser and ask for permission to place the sign. Ray Shapland will notify David Jones once he talks to land owner/leaser. Motion made and carried to go with the plastic center sign, at \$390.00 plus tax with a free front yard sign once Ray gets permission to place it and once Fr. Terry ok's the proof.

### Headstone:

- David Jones reports that the headstone has been ordered. Made from Blue Ridge granite. Made and installed price is \$775.00. Michael Bulls and David will pick it up and deliver it to the church. They are also working with someone from the Little Ward funeral home to install it.
- Steve Matthews asks about the placement of the stone. Originally the Council agreed that the stone should be place by the Statue of Mary. Steve asks us to consider placing the stone by the flag instead. Reasoning is that the stone would be more

visible if placed near the flag. Through a show of hands from all present a decision was made to place the stone by the flagpole. It will be determined by Father Terry and Michael which direction to face the stone. The placing should not interfere with any future ceremony that we may want to hold at the flag.

- David Boring asks about the installation. He states that it will need to have a rod for stability.

### **Mailbox**

- David Jones reports that Karen has asked the Post Office about placing a mailbox. The Post Master is out of town until Friday. Current placement plan is near the parking pad in the left-back corner of our parking lot. This site is proposed because it will offer some security for any packages that the mailman may leave, although we expect most packages to be delivered to the door or left at the Post Office. Karen states that most of our mail will be going to the Post Office box.
- Steve Matthews reports that we are not pouring concrete inside the parking pad.
- Cost is \$205.00 for an aluminum locking box and a pedestal.

### **Ministry Fair:**

- Josie Perez states that the Ministry Fair will be both Saturday and Sunday, May 22 and 23.

### **Audio Issues:**

- Michael is still looking for the foam for the microphone.
- We have a report that the only sound that gets into the Cry Room is the podium microphone since the receiver was moved to the altar.
- Moving the receiver also affected being able to hear the service outside the sanctuary.
- Steve Matthews asks if we can put a longer antenna on the receiver.
- Chris Bulls will monitor the sound in the Cry Room next Sunday.

### **Wedding Coordinator:**

- Fr. Terry met with Karen Donaldson and Wendy Oesterle.
- Fr. Terry has prepared a Wedding Manual for the church.
- Karen Donaldson was asked to be the Chairman of the Wedding Coordinators Committee. She accepted.
- We will be seeking additional volunteers for the Wedding Coordinators' Committee, especially volunteers with a second language skill.
- Karen asks if we can have shades or blinds in the library before the May 15<sup>th</sup> wedding. Fr. Terry states that the Decorating Committee should be involved in making the decision for the window covering. Karen will talk to Cynthia.
- Karen also states we will need a Unity Candle stand and a double-kneeler. Chris Bulls states that the Ladies Guild may want to consider purchasing one or both of these items. Deacon John will be going to Cleveland this week and will look for these items. Fr. Terry we can also look in catalogues. Deacon John will know whether or not these items are available in Cleveland by Wednesday, 28 April.

### **Parish Directory:**

- Karen reports that we will probably get the directory back in early June.

### **St. Vincent de Paul Society:**

- Michael states he will ask Susan Wissman to come and meet with those interested.

- A sign-up sheet was passed around for all interested persons.

### **Heavenly Dusters:**

- Barbara Fox will be in charge of the evening group of dusters – the Dark Dusters. First time these people will clean - May 3<sup>rd</sup>, 6:30pm.
- Ray Shapland has plans to hire out the cleaning of the windows.

### **Council Elections:**

- Josie Perez will run for Council again.
- Randy Collins will not be running again.
- Randy, Mike and either John Rudio or John Pekarske will be on the Nominating Committee.
- On the weekend of 8/9 May, Michael and David Jones will make announcements after Mass of the upcoming elections.

### **Church Secretary Volunteer Help:**

- Karen states that at this time she has some help and does not need an ad in the bulletin.

### **Wine & Cheese Welcome Event:**

- This is on the agenda for **29 April**. 7pm. **NEW DATE!**
- Jerry reports that all ministry leaders and council members should attend with name tags.
- Michael will work with Jerry to send out reminder to ministry leaders.
- Invitations will be sent.
- Pavers will be available to purchase.

## **FINANCE & BUILDING**

### **Maintenance:**

- Door kicks and plaques have been finished.
- Ray Shapland states that a platform will be built to allow for changing light-bulbs in the sanctuary. David Boring will help. This will be done before the first wedding in May.
- Ray can't duplicate the problem with the balcony door lock.
- Lewis Fisher will be the lawn guy. Ray has paperwork on the use of the sprinkler system.

### **State St. Property:**

- Michael reports that he is having a hard time finding an appraiser to work with. He is still looking for an SRA appraiser. We have approved \$2000.00 for this.
- David Boring asked about the status of leasing the property. Michael states that we have a bid for \$600.00 a month but we believe we need at least \$800.00 a month. We are still waiting to hear from the Archdiocese on whether or not there are any issues with leasing. He has presented the question to the Archdiocese Committee and he received no response. George Barrie stated that he had seen a lease-purchase but not a lease in the past. We are still in the process of discovering who at the Archdiocese makes the decisions in a lease case such as ours.
- Steve Matthews recommends we go back to the original party interested in leasing as they were willing to lease for \$1000.00 a month and take responsibility for the property including all maintenance.

- Chris Bulls recommends we continue to consider the location as a St. Vincent de Paul site and possibly a three-day a week thrift shop.

### **Curbing:**

- Discussion about what areas the Council had approved for curbing and whether or not we needed to include additional areas and whether we needed to seal the parking lot before we curb.

### **ITEMS:**

- The civil engineer states we have to curb the area that is catching water and draining into the flume area.
- Diane, the civil engineer, shows 6" curbs in additional areas, including the islands - islands around the turnaround, the one in the parking lot, and the outside area.
- Steve states we had only ever talked about the islands where Fr. Terry parks and the outside areas.
- Michael states that we had approved a number of feet we would curb based on a price of \$8.00 per foot.
- We approved \$1000.00 in November 2009.

#### **\*From November Minutes:**

- **FINANCE & BUILDING**

- Motion made and carried to authorize spending approximately \$1000.00 for additional curbing.

- We did not vote on approving an additional \$1000.00 per David Borings' report in December of an increase in the cost of curbing.

#### **\*From December Minutes:**

- **FINANCE & BUILDING**

- Motion made and carried last month to authorize spending approximately \$1000.00 for additional curbing. This price will be closer to \$2000.00
- A flume has to be constructed into the pond. The fence will be completed after that.

- David states that we can do the bare necessary curbing, those areas with wash issues, for the amount discussed already - \$2000.00. The cost of the curbing and flume will have to come out of the regular budget because the construction loan is closed.
- We will not curb in front of the church, in case we need additional parking.
- David states the flume alone will cost more than \$2000. The flume was not included in the cost estimates for curbing.
- Steve states there is a recommendation to reseal the parking lot after 6 months to maintain the guarantee. We need to decide when to do this – before or after curbing.
- Decision made that David Boring, Ray Shapland, Steve Matthews, Michael Bulls and any other interested parties will meet to determine:
  - What areas to curb.
  - Whether or not to re-seal the parking lot at this time.
  - Estimate for flume.
  - Estimate for fence that is required to go around the flume.

- Once these estimates have been received, and curb areas have been determined, the information will be presented to the Council for a vote.

### **Finance:**

- No report. Will be meeting soon.
- Rectory Concerns:
  - Fr. Terry states that our goals of getting a Rectory and becoming a Parish are both related to our financial status. He will be meeting with the Finance Council and they will determine our financial situation. The Archdiocese will probably support either or both of our goals – depending on our financial stability, and cash flow. Any donations to the Building Fund are assessment free for a minimum of 5 years. A pledge and a donation to the building fund are each assessment free. Fr. Terry states that at this time is not necessary to shift donations from the general offertory to the building fund, however, any sizeable contribution should go to the Building Fund.
  - To build a rectory and become a parish, David Boring states that we will have to show the Diocese another project to include pastoral approval and feasibility. The project will be different than the project for construction.
  - Michael states that the type property we are looking at will probably cost between \$175K and \$190K.
  - Randy Collins asks about the feasibility of another capital campaign for the rectory or for the entire debt/building fund.
  - David reminds us that campaign approvals come from the Archdiocese. We have an approved capital campaign for another two years, but before we buy a rectory we will have to go through the steps of getting the project approved.
  - Fr. Terry states that one building fund should serve both purposes – the current debt and the potential additional debt for a rectory. He wants the new members of the church to take ownership of the entire church – to include old and new building debts. He states that one of the hardest things historically to raise money for is a rectory.

### **Pavers:**

- The walkway will take 1,500 pavers. =**\$150,000 if we sell each at \$100. OR \$125,000 if we sell 3 for \$250.00**

## **NEW BUSINESS**

### **Catholic Youth Leadership Conference**

- Karen Derochers asks do we want to send anyone to this event. In the past we have sent youth.
- It does cost the church \$330. per youth.
- Michael will talk with Pam Lister that for this year the youth may want to raise some funds and we will cover the difference. Then for next year the Youth Coordinator will want to put it in the budget request.

### **Funeral Parking**

- Deacon John states that the Funeral Director of Little Ward has requested that we limit parking in front of the church during funerals to better facilitate the formation of a funeral procession.
- Decision made that we do need some orange cones.

- Ray Shapland will research this and purchase what he decides is best – cones or signs.

### **Funeral Procedures Committee**

- Question of if we should have a funeral procedure committee.
- Wendy Oesterle is in the process of working on a standard funeral liturgy.
- Fr. Terry states it is a three step process – family contacts funeral home; funeral home contacts church; church contacts family.
- Fr. Terry believes at this time having a list of music contacts is all that is needed. He has a planning sheet that he goes over with the family.

### **OTHER BUSINESS**

- None.

### **CLOSING PRAYER**

Meeting adjourned 8:55pm.

**NEXT MEETING: 6:30 May 13, 2010**