

Tri-Parish Council Minutes  
January 14, 2009

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Members Present: Tammy Hasenoehrl, Joyce Majure, Bill Neumayer, Deb Snyder, Carlene Skelton, Mark Brigham

Observer: Kathy VonBargen

Meeting called to order at 5:40 pm. Bill opened with prayer.

Minutes of the December 3, 2008 meeting were approved via email poll.

**Building Project Update**

a. Executive Committee

Bill explained the needs that led up to forming an Executive Committee. They are asking for the council's approval to establish the executive committee. This will be an advisory committee to the Tri-Parish Council. The TPC will remain the decision making body.

The executive committee members are:

Bill Neumayer- Tri-Parish Council president

Kevin Poole-Finance Committee chair

Tim Broemeling & Kevin Hasenoehrl – Building Committee co-chairs      Eric Hasenoehrl- engineer advisor

The school building committee was experiencing some communication issues within the group, as well as some confusion regarding directions to the architects. They will become a subcommittee of the Building Committee so that any revisions for the architect will go through the Building Committee first, and they can utilize the construction and contracting experience of the Building Committee members.

b. Social Hall

Bill Neumayer explained the background to changes made to the design of the Social Hall and their impact on the church site. He received how a simplified approach to this facility has evolved were explained. Bill presented schematic designs of the social hall and scaled down /revisions of the church building. Doug Benson, MCM Architect, was in Lewiston on 12/9/09 and was presented with the work the building committee had done to scale down the social hall design to cut costs. The project is in the final stages of design and beginning to move into construction documents. Bill also noted that some of the expenses for the second phase outlined by MCM were incurred in order to get construction documents for cost estimation prior to the Capital Campaign. Bill explained the purpose of presenting current design documents to the diocesan building committee is to show the diocese the scaled down version and be sure it meets the Diocese requirements for seating and so forth.

c. Planning and Zoning for Properties &

d. Off-Site Improvements

This will be defined at the 1/22/09 meeting. The meeting will serve to carve out what responsibilities will be Keltic Engineering & what responsibilities will be MCM's. Bill presented an aerial view of the property along with a proposed development plan put together by Eric Hasenoehrl for the lower half of the property that would not include the actual Parish buildings. If developed in this way, the property could generate enough income to cover most of the cost of the land purchase. Site development costs are projected at 1.3 million, which is still in line with original estimates for soft costs for the project.

Bill explained that presenting a proposed development plan when you begin working with the city helps as they decide what various development requirements must be included. The more the city can see what your intent is for the land, the better the chances for approval. The permitting process will cost approximately \$9,000.00. Look at remainder property being revenue generating

e. Contract with Eric Hasenoehrl

Eric is drafting a contract with the diocese & the parish for the scope of civil engineering work to be performed by Keltic Engineering.

f. Scope and Contract with Doug Benson

Doug has submitted a detailed packet of his scope and work performed to this point in the project.

When a contract for future services is completed it will be submitted to the council for their approval before being forward to the diocese for approval. It is the intention of the council to assure we have a clear scope and definition of our contract with MCM.

- g. Meeting January 22, 2009--3:00 pm at Our Lady of Lourdes
  - Pat Crisler/Doug Benson will meet with the Executive Committee

This meeting is twofold:

1. To have stated clearly where we are financially with the diocese.
2. Outline a timeline and projected construction start date-clarify what will be required to meet the diocesan requirements.

#### **Finance Council**

- a. Management of Payment for Project  
The committee has a good accounting of where they are at  
Pat Nuxoll is working with Jacquie to input the information into a form that will be readable  
No other expenses have been paid to MCM.
- b. Keeping track of finance of Project  
The committee is going to take charge of the management of project finance  
They will be keeping track of the income and expenses; accounts payable
- c. Job Description  
Deb suggest the finance committee draft there own job description  
Bill made the point that the finance committee wants  
Council recommends the committee use the current job description –bill will forward to them—have them draft and submit job description back to the council

#### **Tri-Parish Council**

1. New Members  
Potential new members have been identified and are targeted to be on board by February 2009  
Bill will forward the councils recommendations for a new member from each of the parishes to Fr. Les.
2. Have not heard back from Boise on the request to elevate All Saints to parish status. We will ask Fr. Les to talk to the Bishop while he is at the Presbyteral Assembly in Boise the first week of February.
3. Outline/Timeframe for consolidation of 3 parishes  
Organize present staff  
The council discussed the increasing need to move forward with staff organization. The council is in agreement in order to assist the clergy with efficient staff, to be good stewards of our resources and for the good of our community it is time to put a plan together to present to Fr. Les.  
  
Parish Administrator  
The Tri-Parish Council reflected on the inquiries they have made and the research they have conducted. The council feels confident at this time recommending a parish administrator model. This model will allow us to be much more effective and improve communication as well.

#### **Search Committee for Youth Minister**

The council was directed by Fr. Les to put a search committee together immediately for a new youth minister who would start this summer.

Parishioners were identified to be contacted to serve on the committee.

Deb will contact potential committee members to ask if they would be willing to serve.

When potential committee members have been secured that list will be submitted to Fr. Les.

#### **Logo**

The council reviewed the submitted designs. Logo simplicity is important. Want to bring out Catholicism in the logo. Possible modifications to designs were discussed.

Joyce will review designs with Fr. Les and go back to designer with recommendations for modifications.

**Letter from Father to Diocese of intent to sell property**

Joyce will check with Fr. Les to see if he has drafted the letter to the Bishop regarding sale of the properties.

Larry Hellhake will be in Lewiston Feb. 4, 2009 and will meet with the council, the finance committee, and the building committee.

The next meeting of the Tri-Parish Council will be February 4, 2009, 5:15 pm at Our Lady of Lourdes.

*Respectfully submitted by,  
Gail Estes*