

All Saints Pastoral Council Minutes  
February 3, 2010

---

Members Present: Joyce Majure, Tammy Hasenoehrl, Fr. Les Kish, Bill Neumayer, Carlene Skelton, Ken Jacks, Mark Brigham, Johanne Schmidt

Guests: Jacque Haener

Meeting called to order at 5:25pm. The meeting was opened in prayer led by Joyce.

**Review and Approve Minutes**

Joyce motioned the minutes of the January 6, 2010 meeting be approved. Tammy seconded. The motion carried.

- **Youth Ministry Report-Jessica Goodman**

No report. Youth minister not at meeting.

- **Dishwasher, Our Lady of Lourdes-Jacque Haener**

The sanitizing dishwasher at Our Lady of Lourdes is again broke down. The unit is 25+ years old and has a history of ongoing performance issues. Jacque reported two repair services have assessed the situation. Lewiston Microwave & Appliance bid to repair the present unit by replacing the motor and pump with used items was \$600.00-\$1,000.00. Steve's Appliance Repair after consulting with Hobart ITW Food Equipment Group of Spokane recommended not repairing the unit based on its age, performance issues and parts availability.

Jacque received a bid from Spokane Restaurant Equipment for a used pass-thru dishwasher of \$5,204.45, for a new pass-thru dishwasher \$9,244.45 and for an under counter dishwasher with stand \$5,075.50.

The council discussed the options available while being mindful of time constraints with several upcoming major events. The council decided to replace rather than repair the current unit with a used pass-thru dishwasher.

Carlene suggested getting a quote from Jones Supply here in Lewiston. Carlene will contact Jones Supply for a quote. She will communicate her findings to the council via email. The council anticipates making a final decision on how to proceed via email by weeks end.

- **New Council Member from St. Stanislaus-Mark**

Mark has been unsuccessful in connecting with a prospective new member. Many attempts have been made and will continue. The council discussed additional possibilities. Mark will follow through on seeking a representative to the council from St. Stanislaus.

- **Advertising for Parish Administrator**

Ken was able to have a limited discussion with a possible candidate. Mark will pursue this avenue.

If this is not a viable option, Mark asked if the council and Fr. Les were ready to move forward with advertising the position at this time.

The current job description was discussed. Both Fr. Les & Joyce had some wording suggestions. Mark will make the suggested changes and the council will review the description before submitting for advertising.

- **Building Project Update-Bill**

Bill reported Kenaston Corporation is still waiting for a signed contract. The additional bids the diocese requested are complete. There is a discrepancy in the criteria used for the bids. Members of the council, building committee, the architects and the diocese are strategizing appropriate measures to reconcile the situation through continuous communication. A meeting or possible meetings in the near future are being planned.

- **"All at the Table" Report**

The council determined a specific strategy for the next diocesan goal at the deanery wide "All at the Table" meeting on March 2, 2010.

The council reconfirmed their commitment to this strategy for the pastoral priority "Christ Centered Communities", which will become the diocesan focus beginning at convocation June 7-10, 2010. The council will lead the parish in committing to Strategy 2: "Build relationships across cultures". Until that time the steps already outlined to foster the current years goal, Youth and Young Adults, will continue to move forward.

- **Lenten Mission Report-Johanne**

Johanne reported the organization and preparation for the Lenten Mission is very well laid out. The process is going smoothly. It is well organized and people from all three churches are working within their specific target areas. Beginning this weekend (Feb. 6/7, 2010) promotion will run in the bulletin, individual prayer cards will be distributed at Mass, prayers for all church meetings will be distributed, and a prayer for the mission will be added to our Prayers of the Faithful.

- **Planning for Financial Transition of 3 Churches**

Bill referred to a document submitted by the finance committee that outlines their recommendations. Those recommendations are:

1. Use Power Church software
2. Consolidate checking accounts into one account
3. Establish starting point for chart of accounts
4. Use separate person to reconcile bank account statements
5. Keep the money counting for the Sunday collection the same as it is presently working
6. Develop purchase order system
7. Transfer payroll to one office as soon as possible
8. Determine if the collection envelopes used at St. James & Lourdes can be changed to "All Saints"
9. Continue having all three office managers send Pat Nuxoll collection receipts via email.

The council reviewed and recommends adoption of each of the Finance Committees recommendations. Additionally the council supports establishing a private office for Jacque Haener.

- **Misc/Old Business**

Jacque Haener spoke to the council regarding the copy machine in the Lourdes office. At two years of a 5 year lease they are continually having repair issues. There has not been a period of three months or more when the copier has not been broke down. Therefore they have begun looking at replacing the copier. They have had a local representative make a presentation of Xerox products. The price per month would be comparable to what they are current paying. The price per copy would be considerably less than what they are currently paying. She has made some inquiries about the current lease and is awaiting additional information from the lease company. The council asked Jacque to contact an attorney to look at the equipment lease to determine whether we could be released from the current lease and any fees for early termination due to the poor performance of the equipment.

Jacque reported All Saints goal for this years Idaho Catholic Appeal is \$131,791.00. This is a combined total of the three churches individual goals. Fr. Les reported to the council the procedure that will be followed to determine our obligation on the shortfall from the 2009 Idaho Catholic Appeal.

A proposal of how the collection is published in the bulletin was discussed. Clarification will be sought from the finance committee.

Tammy asked the council to consider the liaison delegations of council members to the various parish ministries. Johanne suggested the council delay those delegations temporarily while a council member to fill the vacancy created by the resignation of Marilyn Blake is being sought. The council agreed to delay action.

- **Executive Session**

- **Discussion of Personnel Issues**

- **Schedule next meeting**

The next monthly meeting of the council will be on March 4, 2010, 5:15 pm at Our Lady of Lourdes.

*Respectfully submitted by,  
Gail Estes*