

All Saints Pastoral Council Minutes  
June 23, 2009

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

Guests: Kevin Poole, Eric Hasenoehrl, Tim Broemling

Meeting called to order at 5:20pm. The meeting was opened in prayer led by Deb.

**Approval of Minutes**

Deb motioned the minutes of the May 13, 2009 meetings be approved. Joyce seconded. The motion carried.

- **Discussion of school plans and approval of architectural expenditures**

Tim Broemeling gave a summary of the conference call between representatives of the school and building committee with John Weekes, school architect. Tim commented the school committee has done a good job. The possibility of redesigning the school to a one level floor plan was given careful consideration and considerable discussion. It was explained how the redesign of the social hall to a single level structure and the grading of the land to accomplish it, affects costs in building a two story school.

A redesign of the school to a one level structure will be an overall savings.

According to John Weekes, school architect and Kenaston Corp., general contractor; a single level school is a cost saving measure and the best way to go.

The council agreed to precede with a redesign of the schools plans to a single level structure.

Joyce motioned to approve expenditure of up to \$22,000.00 to develop schematic design of a single level school.

Deb seconded the motion. The motion carried. Eric will clarify with John Weekes the council's directive for the redesign floor plans.

- **Approval of invoices from Keltic Engineering.**

Eric Hasenoehrl described the function and the utilization of a geo technical evaluation and traffic study. Both were put out to bid and received multiple bids. In both cases the lowest bid was being recommended and Eric presented those bids.

- **Approval of contracts**

- **Whipple Consulting**

Eric explained how a traffic study is an instrument we use to present our plans to gain project approval.

Eric gave a summary of development and road conditions in relation to the building site.

The council recommended Eric represent All Saints at a meeting with the School Board and the City of Lewiston to discuss road development.

The council approved hiring Whipple Consulting to perform the traffic study for the bid of \$6,220.00. This was the lowest bid of multiple bids submitted.

- **Strata**

Eric recommended the geo technical evaluation for the school and the church be done in one study as a cost saving measure.

Tammy motioned to approve Task 1 & 1a of the bid:

Task 1: geotechnical engineering evaluation in the amount of \$5,795.00

Task 1a: Future school building geotechnical engineer evaluation (lump sum) in the amount of \$1,395.00

Ken seconded the motion. The motion carried.

- **Diocesan Building Committee Report**

Tammy reported the meeting in Boise with the Diocesan Building Committee went well. The committee suggested considering additional men's restroom facilities.

Architect Doug Benson will have construction documents 50% complete for the Diocesan Building Committees August 9, 2009 meeting for diocesan review.

Doug will have construction documents 100% complete in September 2009.

- **Financial Report/Kevin Poole**

- **Progress on Annual budget**

Bill Stellmon is heading up the budget process.

Kevin reviewed an accounting pattern the committee used with diocesan standard account numbers. The finance committee is looking for a recommendation from the council to adapt this format. Recommendation was given by the council.

A preliminary combined budget was presented. Kevin explained there were still some questions to be clarified with additional information from the church offices. The committee asked for some guidance from the council on specific areas not currently budgeted. This budget is basically flat or a minimal 3-5% increase where required. The committee anticipates having the budget close to being finalized at their July meeting. Bill noted with the budget being such a big issue it may be prudent for the council and committee to hold a joint working meeting for their July meetings.

- **Capital Campaign**

Contact has been made where indicated with pledges. We are less than 1% behind at this time.

The committee is comfortable with the information they are getting. The remainder of the pledge data will be entered into the redemption software over the July 4<sup>th</sup> holiday.

- **Invoice from Kenaston Corporation**

Finance is asking approval from council to submit for payment an invoice in the amount of \$1,436.06 for costs Kenaston incurred for copying and comb binding cost plan documents for presentation to the Diocesan Building Committee. Deb motioned the invoice be submitted to Jacquie Haener for payment. Johanne seconded the motion. Motion carried. Kevin will submit invoice to Jacquie for payment.

- **Parish Administration Update/ Mark Brigham**

The application submittal deadline has been extended by two weeks, until July 6, 2009. The Idaho Catholic Register did not run the ad in the specified timeline which necessitated the deadline extension.

Mark described the areas and publications the advertisement has run. It has pretty well been advertized on the entire West Coast. Mark will follow up with Jacque to see if there are any local applications.

- **Updates on All Saints Art and Statuary/Joyce Majure**

Joyce sent a copy of the committees' minutes prior to this meeting for the councils review. The architects are requesting more guidance as far as the baptismal font. Joyce described the general options; the council approved a rectangular design.

The committee would like to add an environment ministry person from each parish. The council concurred.

- **Discussion of the Parish School-alternate plan if the property sales**

Marilyn relayed the concern of some students as well as parents about the "For Sale" sign next to their registration sign. The council affirmed the commitment to providing quality education, whether it is in this building or another. The school will continue in this building for the foreseeable future and if this building is sold we will be in a different building. If property sales we will have a plan to go forward. We will continue to provide education. We have been here for 125 years and we will continue to be here.

Clarification was given about how the funds from the sale of properties would be utilized. Fr. Les stated whatever property sales last will be designated for the school.

Marilyn stated the school wants to focus on bringing new families into the school. There is a need to market the school. Mark suggested the City Beat and also the Northwest Morning show.

The council gave affirmation the use of the city billboard was a good utilization.

- **Letter about the rent from the school board regarding the rent for preschool rooms.**

Marilyn asked the council to review a correspondence sent t in regards to the rent paid by the school to Our Lady of Lourdes for the use of three classrooms. The school would like to have a break down of how the rent figure of \$800.00 was calculated. Deb suggested a break out of what the actual costs are and doing a cost analysis.

The council reaffirmed their earlier decision if the school requires a fourth room at Our Lady of Lourdes in the 09/10 school year there will not be an increase in rent. A cost analysis will be done and the issue will be taken under advisement.

- **Updates on Youth Minister Search/Deb Snyder**

The search committee has conducted phone interviews and is proceeding with plans for in person interviews.

Fr. Les asked the committee to bring in just one candidate at a time for the initial interview.

The council discussed optional ways of conducting in person interviews. Deb expressed the importance of getting the best fit for our community. If the committee is not 100% sure, Fr. Les approved bringing in a second candidate.

- **Misc/Old Business**

- **Website**

The All Saints website is up and functioning. The web address is [www.allsaintslewiston.org](http://www.allsaintslewiston.org)

- **Retreat**

Final arrangements have been made for the leadership retreat. It will be October 30-31, 2009 at the Spirit Center, Monastery of St. Gertrude Cottonwood, Idaho. Notice will be sent out by Gail to all members of the leadership teams.

- **Next meeting**

The next meeting of the council will be a joint meeting with the finance committee on July 15, 2009, 5:15 pm at Our Lady of Lourdes.

*Respectfully submitted by,  
Gail Estes*