

All Saints Pastoral Council Minutes
September 10, 2009

Members Present: Tammy Hasenoehrl,, Fr. Les Kish, Johanne Schmidt, Bill Neumayer, Ken Jacks, Joyce Majure, Fr. Dat Vu, Deb Snyder

Guests: Jessica Goodman, Ken Griesemer

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

Approval of Minutes

The minutes of the June 23, 2009 meeting were previously approved.

There were no minutes of the July 15, 2009 joint working meeting on the fiscal budget with the Finance Committee. The council reviewed applicants for the parish administrator position in August. The council identified and contacted top candidates to interview.

• **Introduction/Welcome of Jessica Goodman-Youth Coordinator**

Jessica passed out her weekly work/office schedule and contact information. She pointed out she is available to all youth at all times, with boundaries. Currently her work cell phone is turned off after 10:00 pm.

Youth group will begin Sunday, 9/13/09.

The youth room has been cleared out, and cleaned up. She is working to get the air hockey table off of the stage. The council suggested using young men in youth group to accomplish this move.

Jessica outlined a plan she is considering to move JR High's youth group meeting to Friday nights. This change would allow the Confirmation preparation class to meet Sunday evening before Sr High youth group and create a natural flow for the Confirmandi to stay for Sr. High youth group. The council cautioned her to be aware of conflicts with sporting events in the valley on Friday nights. The council advised her to talk to the youth and ask what they would like.

Joyce suggested the youth having t-shirts with statements/phrases that serve as an invitational type tool for others to recognize them as Catholic youth & or join the youth group.

Fr. Les asked the council how often they wanted to meet with Jessica. It was decided, at least initially, she will come to the council's monthly meetings to check in.

Jessica approached the council to be part of her volunteer data base. The council advised her to look to the parents of youth within the youth group. Jessica stated her program is set up for community involvement. Ken asked Jessica if she was feeling supported within the three parishes. Jessica replied, she has some folks who are in her life frequently supporting her personally---but she had hoped she would have more support at this point. Joyce suggested phone calls to a specific person with a specific need may be most effective.

Fr. Les suggested using the youth for the phone calls. Fr. Les stated he felt the key is parental involvement. Safe environment requirements were discussed and Jessica assured the council she was very adamant about following the requirements.

Jessica thanked the council for accepting her for this position.

• **Contracts & Finances**

• **Finance**

Finance does not have a report ready to go out yet. Deb asked when the fiscal year began. Bill stated July 1, 2009. The council discussed the option of swapping meeting nights of the council and finance committee. Currently the council meets on the second Wednesday and finance meets on the third Wednesday. The council agreed to swap meeting dates with finance so there would be reports available and ready for the council to review monthly. Bill will follow up with Kevin Poole.

- **Keltic Engineering invoices**
Two payment pending invoices totaling \$3,090.00 from Keltic Engineering were reviewed. The council authorized payment to Keltic Engineering of both invoices.
- **MCM invoice**
The council next reviewed an invoice from MCM Architect in the amount of \$146,505.84. The finance committee has reviewed the invoice and approved it for payment. The building committee reviewed the invoice and found all work performed was within the scope of the contract & approved payment. Final approval for payment was given by the council.
- **Contracts**
The contract with Kenaston with the addendums from the Diocese has been submitted.

• **Executive Committee**
MCM urged All Saints to select the HVAC company at this point in the project to give them someone they could work with on specific design areas. The executive committee was presented proposals from local companies. The executive committee recommends the council select Guardian Plumbing, Heating & A/C Inc. based on the strength of their proposal. The council approved this selection.

Fr. Les asked about if the electrical bid for the project had been discussed or awarded. Bill assured Fr. Les it had not yet been dealt with. Again reiterating the reason the HVAC was being recommended at this time was at the urging of the architects, MCM.

Bill explained the executive committee had met a second time to discuss and review the position of project manager. Fr. Les is requesting due diligence be pursued for this position. Bill will contact Kenaston and ask them who would be involved in this aspect. Bill will follow up with the Building Committee about others who may be qualified and interested in the project manager position.

The committee also reviewed structural engineering proposals at that meeting.

- **Upcoming meeting**
Bill stated fall was an appropriate time to have a cohesive meeting with the chairs of the Building and Finance Committee. He will follow up on meeting time and date.
- **Parish Administration Update**
The council has met with and interviewed Vince Tomkovicz, a top candidate for Parish Administrator. A reference letter the council received was discussed.
Another top candidate has been invited to come to Lewiston to interview for this position. This candidate will be interviewed on Sunday afternoon and attend a Mass at each location. This candidate is coming to us from within our diocese and comes recommended highly.
- **Updates on All Saints Art and Statuary/Joyce Majure & Ken Griesemer**
Fr. Les directed that all liturgical furnishings etc. go through the council. Ken will work with the building committee on all structural items. Ken will work directly with the council on liturgical furnishings, art, statuary etc. Ken affirmed that decision sounded fine.
Ken updated the council on how things stand with this phase of his contract -design, development and structure. At this time we are ahead of the game with him and his scheduled fees. The process that has been happening has been very effective; we are in good shape for this phase. Tammy asked Ken since he has made a

lot of progress and he is under what he budgeted for this phase, if he would come under budget, he indicated not necessarily.

They have made some good progress on major structural decisions.

Ken sought clarification on where the budget is on what has to be done. Ken got clarification from Doug Benson, MCM; it looks like October is when some bidding will be going on for liturgical furnishings.

Right now Ken and the Art and Statuary committee are developing a chart of what the needs are. Ken reiterated there are certain things that you have to have, so there will be a master plan. Then it will be a matter of what can be purchased now and what has to be deferred. Those decisions will be determined farther down the road.

Deb asked Ken if there was a benchmark for a percentage of cost. Ken replied we were beyond that point already. That was preliminary work done some time ago.

The good news is we are ahead of the curve at this point. The baptismal font design has been pretty well narrowed down. The committee will be looking at this more closely at their next meeting.

- **Misc/Old Business**

- **Swine Flu**

Tammy asked if we need to address the swine flu situation.

Fr. Les stated the diocese has not directed us in any way and normally we take our directive from the diocese. Tammy asked if there should be some type of announcement. Fr. Les & Fr. Dat discussed advising parishioners at mass at the sign of the peace to avoid contact. Also germicidal soap will be on the credence table at each church effective this weekend (9/12 & 13/09).

- **All Saints registration form**

Tammy presented a newly developed registration form. This single form is intended to be used at all three sites. A final modification was directed and the council approved the form. Tammy will assure it is received and implemented at the three churches.

- **Ministry Fair**

Tammy brought to the council a concern about the ministry fair not being the same in the three church sites. Fr. Les addressed this concern. He stated he is insisting that we do the ministry fair this year. He described how it was going to happen at each of the three sites.

- **Single Liturgical trainings**

The desire to have single common trainings for our liturgical ministries was a request that came from the leadership ice cream social in July. Fr. Les did not agree this was a direction to go at this time because each site does things differently. Tammy asked if the three liturgy committee chairs could meet to start the process. Fr. Les said yes they could. Joyce moved the liturgy chairs meet and begin identifying uniform liturgical procedures. Motion seconded by Tammy. Motion approved.

- **Mass offerings**

Tammy brought forth another request from the ice cream social gathering of the ministry leaders. The group would like to cut back on one mass a weekend. Fr. Les said no, not at this time. Fr. Dat stated he felt we should not make changes at this time unless it is necessary. The fact that there is lower mass attendance was noted.

- **Communications Committee**

There is a frustration from this committee because they are lacking information to produce a newsletter. The council discussed the continued importance of timely information to the community. It was discussed when it would be appropriate for another town hall meeting. It was decided when we get project numbers. At this time those are projected for October/November. The fact that we are lacking a communication committee was discussed. Utilizing the continuation committees' willingness to act in this capacity was agreed upon. It was decided when the first draft of the councils minutes were emailed for corrections and changes, Cindy Ulmen, continuation committee chair, would email that draft. Cindy will then pull out news items to use for a newsletter. Cindy will draft her article/articles and email them to Fr. Les for approval before publication. Fr. Les will respond to her email request for approval within three days.

- **Retreat Oct 30-31**

Gail was directed to contact all involved reminding them of the date of the retreat and asking for an attendance commitment.

The council was asked to identify the purpose of the retreat. It was decided the council wanted a spiritually uplifting retreat. This retreat should remind us who we are and of our priorities are to pray. The council wants the retreat to continue to build on the relationships within the group. It is seen as a soul refreshing retreat, one that offers spiritual encouragement and reminds us we labor in God's field and sometimes we run out of fuel & we need to refuel.

- **Fr. Dat**

Fr. Dat expressed his concerns about this council focusing mostly on the project. He pointed out the need of the council to be discussing what is happening in the parish. He illustrated his concern with a specific ministry vacancy. It appeared to him the council was spending most of their time discussing various aspects of the project. Bill addressed Fr. Dat's concerns stating the council was formed to meet the leadership role of the project. Since the three parish councils were dissolved, this council has been working hard to balance the demands upon them from the parish and the project aspects.

- **Next meeting**

The next monthly meeting of the council will be October 14, 2009 at 5:15 pm at Our Lady of Lourdes.

Due to scheduling conflicts the councils meetings will remain on the second Tuesday of the month.

The council and finance committee will not be swapping meeting nights.

*Respectfully submitted by,
Gail Estes*