

Tri-Parish Council Minutes  
January 23, 2008

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Members Present: Mark Brigham, Tammy Hasenoehrl, Joyce Majure, Bill Neumayer, Carlene Skelton  
Guest: Marcia Ney, St. Stanislaus Tri-Parish School

Meeting called to order at 5:25 pm. Bill led the opening prayer.

The council reviewed and commented on site design Scheme 5. Design 5 is the result of the January 9, 2008 community and building meetings. Incorporating the feedback from those meetings this design was created on January 10, 2008 and is currently on display at all three Lewiston parishes.

Marcia Ney was invited to share her thoughts on the possibility of the parish and the school sharing administration duties. The council explained the developing administrative flow chart which places the school principal and the parish administrator on the same level and inquired about what administrative duties Marcia might see the school and the parish being able to share.

The council then questioned Marcia about how various administrative duties at the school are currently being handled to further their understanding of the business workings of the school. Marcia explained what administrative duties she has delegated to her staff.

Tammy asked questions about curriculum. Marcia relayed how curriculum decisions are currently being made by describing how it is brought to committee, who then researches the needs and shares those results with the staff. Marcia sees a strong need for the principal to be highly involved in educational decisions.

Mark inquired if Marcia was the schools human resource person. Marcia stated she was.

The number of support staff and their duties were discussed as well a brief description of how grant monies are handled.

The question was asked if there were duties Marcia does an administrator could share. Marcia felt there probably was some cross over.

When asked how much interaction the school has with the priest, Marcia stated they usually see them weekly. Marcia felt more interaction would be good and further stated she sees the close proximity of the school and church as a wonderful thing so that we can be more supportive of one another.

Bill asked if she could see any real problems with the school personnel and church personnel in a common space. Several pros and cons were outlined. The need for confidentiality is of high importance. The school tries to be very careful with confidentiality. The proximity of personnel to the school is important.

Marcia will inquire from other schools in the state if anyone is using a shared services model.

The council explained their objective is to try to find ways to maximize use of equipment and personnel.

The council approved the minutes of the 1-7-08 meeting with corrections. The council also approved the minutes of the 1-9-08 council meeting as written.

The council summarized the organizational chart they are developing.

The council discussed various options and models for administration.

The council requested a copy of the three parish budgets.

The council began reviewing MCM Architects contract. The council looked at the bottom line expense up to April 19, 2008. Mark asked if any council member were surprised by anything in the contract. Bill stated that it appears to be about 5-8% of the total project and that doesn't seem unreasonable. Basically the scope of the project describes the design team's calendar. The council then reviewed a bill submitted by MCM Architects.

The building committee relayed they are impressed the architects are spending a lot of time working with the City of Lewiston. The council agreed all feedback on the architects at this time was positive. Joyce asked if it would be prudent to have an attorney go over the contract before it is signed. Carlene will ask Eric Peterson if he could look over the contract for the council.

Mark moved the council approve to pay the bill & have Eric Peterson go over the contract. Carlene seconded the motion. The motion was approved.

Mark stated he had been approached by a parishioner who informed him there were questions submitted on the website in November that has not been responded to. Mark will check with Deb to see if she has been checking the website for questions.

The request for a reconciliation/unity service was discussed. The service is being requested in answer to a desire for healing. The council agreed it was a good time to offer the community this opportunity. Mark and Bill will discuss this possibility with Fr. Les.

Bill met with the tri-parish finance committee last week. The committee has some concerns about the proposed cost of the project. Bill brought them up to speed with what has gone in to the project: the community series with Ken Griesemer, the priest shortage and the fact that the project has already been pared down about 6 million dollars. Bill assured the committee the council is sharing all the information that comes out of the meetings.

The tri-parish finance committee is moving forward and is making good progress. Kevin Poole has been named the chairperson and Joe Hall is the committees co-chair.

The committee is developing an interview questionnaire for potential capital campaign candidates. They are seeking a company who will be on site during the campaign.

There is a definite agreement between the council and the finance committee that the project have a strong financial structure and accountability system and that there be someone here in Lewiston as well as at the diocese monitoring and overseeing the finances. The council will direct that all monies be transferred monthly and that there is a monthly accounting presented to the council.

The council reviewed a current financial report. Bill has requested Jacque Haener to prepare a financial report for each of the Tri Parish Council's monthly meetings. The council questioned whether the three parishes should be paying the smaller project expenses as they are incurred, paid equally by the parishes, rather than submitting them to the diocese for payment as is currently being done.

The council discussed how to response to correspondences from the hospital. The hospital would like to meet and discuss their ongoing interest in our adjoining properties. The council will contact Larry Hellhake, diocesan finance council, and invite him to come to Lewiston to meet with the administration of SJRMC. Joyce will relay the council's plans to the hospitals administration.

The Tri-Parish Council will next meet on February 20, 2008 at 5:15 pm at Our Lady of Lourdes.