

**St Michael Catholic Community  
Parish Council Minutes  
October 18, 2011**

**Present:** Fr. Mike, Virginia Chadwick, Keith McKenzie, Bob Murphy, Nancy Dillon, Sr. JoAnn Lucas, Phyllis Rizzi, Sr. Arlene, Elvera Paul, Shane Smith, Fr. Tim, Laurie Hall, Kim Kook, Debbie Olszewski

**Absent:** Deacon Larry, Kevin Sebastian, Keith Nunley

**Call to Order:** The meeting was called to order at 7:00 by Virginia

**Reading of the Mission Statement:** All

**Opening Prayer:** Virginia

**Approval of Minutes:** September 20, 2011 minutes were approved

**Stewardship Commission Lighting Update:** Lou Belli

- Lou presented the details of the lighting project to the Council on behalf of the project team that also includes: Cathy Campbell, Fr. Mike, Laurie Hall, Michelle Hayes, Bob Voiland, Jim Toger, Barb Robinson, and Paul Avolio / Frank MacDonnell from the AOD.
- As background, the lighting system has deteriorated in the 30+ years of usage and is not energy efficient. Based on the direction of the AOD, an evaluation was performed by the DSD Engineering firm. DSD recommended a replacement strategy with an estimated cost of \$250,000. DSD was instructed to create drawings and a bid package which were sent to six electrical contractors. Metro Electric was selected based on their final bid of \$223,800, installation plan, workforce experience, and past performance. Once formal approval is received from the AOD, a formal contract will be issued and the installation should begin in January 2012.
- Some highlights of the lighting project include:
  - Installation of 54 programmable high efficient LED lights in the church sanctuary replacing the current 102 incandescent lights. Light output will go from the current 8 foot candles to 30, and the design will be a cylindrical translucent fixture with brass trim.
  - Lighting will also be improved behind the silo and there will be spot lights in selected areas.
  - The lighting in the gathering areas, parking lot and other spaces will also be improved as part of this project.

**Enrichment: Parish Pastoral and Financial Council Guidelines – Virginia**

- Reviewed and discussed the section related to the Framework for Pastoral Council, Commissions, and Committees. Covered:
  - Terms of membership and the size of the Council
  - Attendance and number of missed meetings that would be permitted
  - Roles of the Chairperson, Vice Chair, and Secretary
  - Council meetings, agenda setting, and assessment
- Overall, the PC felt that we were operating within the guidelines. Some discussion ensued on the need for:
  - Additional detail on the expectations of the Council members
  - Adjusting the size and participants on the Council
  - More information in the Messenger on Council activities
  - A summary of upcoming events to be reviewed at Council meetings
  - A more action oriented agenda with decision making opportunities.
- We will continue to use the Enrichment section of the agenda to delve further into this subject. Members should read Chapter 3 prior to the next meeting and Bob Murphy will facilitate a discussion on the topic.

**Pastoral Team Reports**

- Fr. Mike
  - The section was shortened to facilitate discussion of other topics for this meeting. Fr. Mike provided some notes prior to the meeting which included the following main points:
    - Attended the AOD convocation of priests: Discussed chant in the Roman Missal, happiness / holistic health in the priesthood, and presentations by the Archbishop and vocation director on finances and vocations.
    - Favorable decision regarding our relationship with St. Ronald's.
    - Moving ahead with the lighting project
- Fr. Tim
- Deacon Larry

**Council Chairperson's Report / Parishioners Viewpoint – Virginia**

- No new information to report.

## Old Business

- Parish Goal Setting – Shane
  - Distributed a preliminary quantitative analysis of the survey results. Overall about 100 people completed the survey with the vast majority using the online tool. There were still a small number of surveys that needed to be added to the database before the analysis would be complete.
  - Shane did an excellent job of summarizing the verbatim responses to a number of questions. He provided highlights and insight for each section; and plans to use an analysis tool within the survey to look for common threads / comments.
  - The analysis will be distributed and should be reviewed prior to the next PC Meeting for further discussion.
- Changing Lives Together Campaign (CLT) – Fr. Mike
  - Discussed and confirmed that the Activity Center would be the focal point of the campaign. The building originally built in 1965 and purchased by St. Michael in 1993 is in need of significant maintenance and upgrade. It is essential for our Youth and FLT programs; and is used by many other groups and activities at St. Michael. It also represents the biggest financial need for our parish.
  - Three specific options have been identified through an initial evaluation.
    - Sale of the existing property and reinvest the proceeds along with the funds generated by the CLT campaign into a new facility expressly designed for the needs of St. Michael's at a location TBD.
    - Demolition of the existing facility and construction of a new facility expressly designed for the needs of St. Michael's using funds from the CLT campaign at the existing location.
    - Refurbishment and/or expansion of the existing facility expressly for St. Michael's needs using funds from the CLT campaign.
  - All three proposals are currently under investigation. The church is considering hiring an architectural planner at a cost of \$16,000 to develop a comprehensive feasibility study
  - The Council voted 13-0 to affirm the Activity Center as the focal point for our CLT campaign.
- Together in Faith – Virginia
  - Letters to the AOD were effective in presenting the St. Michael viewpoint that the Grouping / Clustering with St. Ronald is more desirable than other alternatives that were under consideration.

## New Business

- None scheduled

### **Commission Committee Reports (ID when minutes were distributed)**

- Vicariate Report – Phyllis
  - Discussion around the possible future need to merge some of the smaller local parishes in with the larger ones such as St. Michael or St Paul.
- Christian Service – Sr. Arlene
  - Meeting scheduled after PC
- Education – No report
- Worship – Laurie
  - October 11 minutes provided by Laurie were distributed on October 17
  - The Memorial Mass is scheduled for November 2, 2011 and she requested help from the PC representatives
- Youth – Virginia
  - Haunted corn maze on October 22 at 6:15 PM
  - Fright Night movie on October 27 in the Social Hall
  - Live version of Clue and Halloween dance with St. Thecla on October 28
- Stewardship – Kevin / Sr. JoAnn
  - October 17 minutes provided by Sr. JoAnn and distributed on October 23.

### **Roundtable**

- Membership changes to the Parish Council
  - Mike Greer resigned as second year member
  - Nancy Dillon moves from alternate to regular replacing Mike
  - Cameron Chadwick resigned as Youth Representative
- Elvera discussed
  - Day of Recollection on November 15 from 9:00 – 2:00
  - First Sunday of Advent Tea in the Social Hall November 27

**Closing Prayer** – Virginia

**Meeting Adjournment** – 9:20 PM

**Next Meeting** – November 15, 2011

Respectfully submitted,

Keith McKenzie  
Secretary