

**The St. Vincent Ferrer Parish
Parish Pastoral Council Meeting Minutes
January 16, 2019**

Council Members Present	Council Members Not Present	Clergy and Guests Present
<p>Father Dennis Jaspers, Pastor Terry Callan, Chairperson Jack Schwein, Vice Chairperson Mark Dunkley, Member-at-Large & Festival Commission Julie Morency, Member-at-Large Commission Representatives: Lisa Samson, Athletics Denny Connor, Building & Finance Chris Homan, Parish Life Susan Aloisio, Worship Elaine Raiden, Recording Secretary</p>	<p>Travis Everly, Member-at-Large Jodi Kastner, Member-at-Large Bill Montel, Parish Life Commission Michael Beiting, Education Commission</p>	<p>Clergy: Father Jerome Bishop, Parochial Vicar Deacon Dave Meyer</p> <p>Guests: Aaron Hess Pastoral Intern Building & Finance Commission: Mark Lefke Kathy Abele, Business Manager</p>

Agenda -- Information/Discussion	Action/Follow Up
<p>I. Opening Procedures The regular meeting of the St. Vincent Ferrer Parish Pastoral Council (Council) held on January 16, 2019, was opened with a prayer led by Deacon Meyer at 7:30 pm. The minutes of the November 28, 2018, meeting, which were distributed electronically to the Council prior to this meeting, were unanimously approved and posted to the parish website.</p>	
<p>II. Items to be Discussed</p> <p>A. <u>Celebrating the 50th anniversary of the church dedication on October 20, 2019, with Archbishop Schnurr</u></p>	

Agenda -- Information/Discussion	Action/Follow Up
<p>1. <u>Church renovation and fundraising</u></p> <p>Mr. Callan advised that the members of the Renovation Ad Hoc Committee are Terry Callan, Denny Connor, Mark Dunkley and Jack Schwein. The committee met with Father Jaspers on January 3, 2019. Mr. Callan stated that the committee discussed the proposed goals of the renovation which are to install new carpeting, repair the kneelers, refurbish the bathrooms, and create a gathering space at the back of the church. Mr. Callan stated that Mr. Dunkley has done further work on the project since the January 3 meeting and requested that he supplement the committee report for the Council.</p> <p><u>Carpet</u></p> <p>Mr. Dunkley shared with the Council a floor plan of the church which he had drawn to scale and which he had also shared with the flooring contractor. New carpeting would be installed in the sanctuary and along all the aisles. He advised that the configuration of the assembly seating design will result in some waste in material. Mr. Dunkley proposed a design solution for the installation which would not require the pews to be moved during installation. Transition strips will be installed along all the edges between the old and new carpeting to prevent fraying.</p> <p>Mr. Dunkley estimates that the material and installation cost of replacing the carpet will be \$20,000. He expects to receive the flooring contractor quote by Friday, January 18, 2019.</p> <p>A concern was addressed regarding the safety of the transition steps between the sanctuary and the assembly floor. These steps are currently carpeted and can create a false concept of the distance from one step to another. Mr. Dunkley recommended covering the steps with a contrasting material to the carpet such as a non-skid tile.</p> <p>Ms. Aloisio stated that Katie Leary of the Art & Environment Ministry reported to the Worship Commission that the wood baptismal font leaks and is causing an unknown amount of damage underneath the font.</p>	<p>The matter of a leak from the baptismal font will be addressed by the Council prior to the installation of new carpeting in the sanctuary.</p>

Agenda -- Information/Discussion	Action/Follow Up
<p><u>Kneelers</u></p> <p>Mr. Dunkley referred to the offer stated in the committee report from a Boy Scout in the parish who has offered to assist in repairing the kneelers as his Eagle Scout Project. Mr. Dunkley met with the contractor and developed a process to integrate his work to utilize the scout volunteers. The contractor will remove and label the kneelers, the scouts will repair them and then the contractor will replace the kneelers. At that time the contractor will secure all the footings of the pews.</p> <p>The contractor will submit a quote for the labor cost to remove and replace the kneelers and the material cost associated with that work. Mr. Dunkley stated his estimate for the work on the kneelers is \$20,000.</p>	<p>Mr. Dunkley will contact a company for the cost of work on the kneelers.</p>
<p><u>Church Lighting</u></p> <p>Mr. Dunkley reported that he has requested a quote from a lighting consultant for the cost of replacing the standard bulbs in the church fixtures with LED lights. Also included in the quote will be the cost to replace the fixtures and possibly include a light design, such as the ability to dim the lights. He stated he is aware that this feature was not included in the renovation project parameters.</p>	<p>There was consensus that the priorities for the renovation projects in conjunction with the celebration of the 50th anniversary of the parish shall be:</p> <ul style="list-style-type: none"> 1) Repair of the kneelers Estimated cost \$20,000 2) Refurbish restrooms Estimated cost \$50,000 3) Installation of new carpet <u>Estimated cost \$20,000</u> Total: \$90,000 4) Gathering space <u>Estimated cost \$100,000</u> Total: \$190,000
<p><u>Restrooms</u></p> <p>Mr. Dunkley advised that replacing the floors in the men's and woman's restrooms would include an asbestos abatement. A complete renovation of the rooms would include new floors, stalls (including ADA compliant), fixtures, and lighting. The estimated cost of the work is \$50,000.</p> <p>The Council reviewed the details of the renovation goals for the carpet, kneelers and the restrooms and their estimated costs, and selected the list of priorities of the project.</p> <p>Father Jaspers stressed the importance of linking the celebration of the 50th anniversary of the parish with the renovation projects and the funding. It was confirmed that the fundraising will be through an ASK effort.</p>	<p>Upon a motion duly made, it was unanimously approved that the Council recommends to Father Jaspers that he and the Council present to the parish the priority list of possible renovations and begin to raise money for the project.</p>

Agenda -- Information/Discussion	Action/Follow Up
<p>III Announcements</p> <p>A. Mr. Schwein announced that a member of the parish, Ferdinand Forney, is a member of the Knights of Columbus and would appreciate the Council's approval that he invite the Knights to participate in the 50th anniversary liturgy.</p> <p>B. Mr. Callan stated that due to the end of the meeting time, the items on the agenda which were not addressed will be tabled to the Council meeting of February 20, 2019.</p> <p>C. Next Council meeting date: Wednesday, February 20, 2019, at 7:00 pm, Room B.</p> <p>IV. Adjournment</p> <p>The meeting of the Council was adjourned at 8:30 pm.</p> <p>V. Closing Prayer</p> <p>Father Jaspers offered the closing prayer of the meeting.</p>	

Prepared by Elaine Rairden
Recording Secretary

PCC min SVF jan 2019

Commission reports

Athletics

Soccer registration has begun. We will be doing a soft roll out with All Saints for the spring, then a full roll out in the fall.

We will be doing 4 Fish fries in March this year - 8, 15, 22, 29. Duff is stepping down from his role, but others on athletics have stepped in to fill what Duff did (and Fred Obermeyer is returning - he has been a great addition!).

Working on finding a replacement athletic director, as my 3 year commitment is up June 30.

Education

Notes from the 11-29-18 meeting:

- After our prayer, Kim gave us an update about what the school was up to
- They did “Boxes of Joy” which was a success. The students were asked to purchase a box for either a boy or a girl and fill it with items, like toiletries, toys, games, etc. The boxes were then taken to countries that serve underprivileged children
- Brian Caperton and Amy Spicher gave in-services to help the school with their school goals for the OCSAA
- The food donation and monetary collections taken before Thanksgiving were successful
- There was an information night for prospective Pre K and Kindergarten parents on Wednesday the 28th
- We also discussed adding some new wording to the admission policy for new students
- First Reconciliation for the second graders will be on December 10th
- Unfortunately, Fr. Dennis won’t be able to make it, but hopefully Fr. Ray from All Saints will be able to attend
- Confirmation for the children is scheduled for February 10th at the Cathedral for both SVF students and All Saints students. They will participate in a retreat at the Athenaeum on Martin Luther King weekend
- There was a parish mission two weeks ago and possibly more will be scheduled in the future
- Sadly the number of altar servers is diminishing, so ideas will be forthcoming on how to deal with that trend
- There are 15 people that will be welcomed into the Church (4 from St. Vincent and 11 from All Saints)
- Brian’s ordination for permanent deacon will be April 27th
- Our next meeting is January 28th

Worship Commission

1. Christmas/Solemnity of Mary Holy Days: There was an overall increase of 106 people that attended the liturgies celebrating these 2 Holy Day from last year. Recommendations were made and will be implemented next year to draw more attention to the ritual of lighting a candle on the Advent Wreath to mark each Sunday of Advent. In recent years the Advent Wreath was only blessed once at the 5:00 mass, this year the ritual was carried out at the Sunday masses also. All Saints and St. Vincent Ferrer both held masses on Jan 1st for the Solemnity of Mary at 9:00 am. In the future there will be a mass on the eve of this holy day at one of the parishes and a 9:00 am mass at the other one on the Holy Day.
2. Lent: Ash Wednesday is March 6th. Masses at SVF be at 8:20am (school mass) and 12:00 noon. A date will be set to have a regional Lenten Penance Service at SVF or All Saints. Worship Commission will work with All Saints to plan Sunday afternoon hours of Adoration and /or Stations of the Cross during Lent.
3. Worship Commission will host the Hospitality Gathering in June.