

Minutes – Saint Cecilia Pastoral Council
Tuesday, Sep 24, 2019, 7:00pm, Social Hall North

Present: Father Jim Secora, Reno Berg, Nancy Jenson, Matt Thatcher, Kate Hartzler, Eddie Boylston, Lois Lehmkuhl, Sarah Mansell (Faith Formation), Colin Murphy (Catholic School Board), Sly Upah (Finance Council)
Staff: Jarrett Wendt, Bill Klein, Bob Hauser
Guests: Mark Hanson
Notes By: Matt Thatcher

1. **Call to Order:** Reno Berg called the meeting to order at 7:03pm.
2. **Opening Prayer:** Nancy led the group in prayer.
3. **Modified Remodeling Proposal:** Mark Hanson provided some history of the remodeling and construction planning in the parish, including the study which the facilities committee had completed several years ago. Costs to complete the proposed remodeling and additions were very costly and would have come with several significant challenges including land use area limitations. Proposed additions to the education center were placed on hold. Office space remodeling was also placed on hold. Worship space proposal had been to tear down the existing space and replace it with a new one. Conclusion of the facilities team was that rather than rebuilding the worship space, it would be preferred to remodel.

This remodel was also placed on hold, but with the awareness that the parish will need to have plans to make some key facilities investments prior to any remodel project. Jeff Witt and Mark Hanson believe the parish is not facing any imminent facilities emergencies in the 2-year time frame, but there will be needs in the 2 to 6-year time frame. The first concern is the heating and cooling system which will need investment (some components are up to 30 years old), but timing and precise failures are unpredictable. A plan for timing of a major remodel is needed. The second concern is the roof, but Mark Hanson is highly comfortable that any needed roof repairs could be completed within only a few days and at a much lower cost than significant repairs of the HVAC system. Third concern is the ceiling in the worship space which contains asbestos. Code says that if a certain percentage of an asbestos-containing surface becomes damaged then 100% of the surface must be replaced. Additional concerns include condition of the pews, which, if replaced, would also necessitate replacing the flooring. Most other concerns, including lighting and sound system, are generally considered to be significant needs but less urgent.

Father pointed out that ideally there needs to be an approved plan for the complete worship space remodel prior to making any significant changes to the pews or other worship space components. Complete remodeling is estimated to cost \$2.0-\$2.5 million. To build a new space is estimated to cost \$11-\$13 million. The building structure, concrete floor, walls, windows and doors would not be touched during a complete remodel, but nearly all of the remainder would be completely replaced. Current seating capacity is just under 800 which is adequate for all but three days per year.

The facilities committee has recently not been focused on the remodel. Reno will discuss ideas with Jeff Witt to discuss developing a plan for completing the full remodel project. A team effort is needed. People with the right skills and desires are needed, including at least a few members of the facilities committee.

4. **Approval of Minutes:** August 2019 Pastoral Council minutes were approved with change to correct the amount that revenue was down versus prior year within the Finance report.
5. **Initiatives Review:** Faith Formation committee initiatives update was provided by Sarah Mansell. Gave a yellow light rating for Evangelical Catholic (EC). The other two initiatives are ongoing, including new communication methods and understanding needs that Faith Formation can meet. We may need to do another reminder announcement about EC.
6. **New Business:**
 - A. **Next steps in remodel plan:** No further discussion tonight following extensive discussion with Mark Hanson.
 - B. **Active shooter plan:** All of the recent investments for site security do not address the need to have an active shooter plan. Reno proposed forming a subcommittee to work on developing a plan. To start we could have Jeremy and Sarah Rooney review the information that they have already obtained in developing the plans for the education center. Reno will invite them to provide information for the next meeting. In November, Bill will publish a bulletin insert summarizing the new building security features.
7. **Old Business:**
 - A. **Orientation update:** The orientation was well received by the three attendees. It should become an annual event. Lois proposed that the co-chair leaders of PC, FF and CSB be responsible for scheduling and

executing the orientation in the future. A combined parish and committee leadership contact list has been created. Manuals have been assembled which are labeled as needing to be returned at the conclusion of each person's term.

- B. Responses to Solar Pack Sponsorships:** A little over \$2200 (7 power packs) has been donated so far. Father suggested advertising again around Christmas and connecting to "the light of Christ".

8. Committee and Board Reports (provided in packet):

- A. Liturgy- Nancy Jenson reported that the liturgical formation night has been canceled for this year.
- B. Stewardship- There is currently no chair. The committee should identify a chair. Reno will contact the committee and make sure that they know a chair needs to be named.
- C. Finance- Sly reported that there will be a stewardship report announcement this upcoming weekend. School scholarship applications will be collected and review in coming weeks.
- D. Faith Formation- Sarah Mansell reported all needed catechists are in place.
- E. Catholic School Board- Colin Murphy shared strategic planning includes archdiocesan efforts to increase enrollment. Breakfast will now be offered at school beginning Oct 1st.
- F. Social Justice- A committee liaison needs to be assigned. There were no additional updates this month.
- G. Parish Life- Kate Hartzler highlighted that the fall leadership meeting will be Oct 23rd 7-8:30p. Parish Life is also working to organize a parish-wide service project.
- H. Business Office- Bill Klein shared that new software needs to be installed for the HVAC system at cost of \$25k with a 25 to 30-year life. The parish is currently paying \$365 per month for the accounting and contributions reporting software, but there is a need for new systems. The security system is fully in place except for the policies and we hope to have that defined by the next PC meeting. The parish has been asked if St Cecilia could be used as a secondary evacuation site for another group in town – Bill will check with insurance to understand if there are any liability issues.

9. Other Business/Additional Comments:

- A. Reno shared that the question has come up on how to get something on the agenda for pastoral council. Requests need to be made to Reno prior to the 3rd Tuesday to leave time to have the agenda reviewed and approved by Father.
- B. Clarification was made that the parish did not purchase a retirement house for Father Secora. There were parishioners who donated money to the parish for the parish to purchase and own a home which Father will live in.

10. Once Around: None this month.

11. Closing Prayer: Nancy led the group in a closing prayer.

12. Adjourn: Reno adjourned the meeting at 8:46pm.

Next Pastoral Council Meeting: Tuesday, October 22, 2019 at 7pm

Prayer Leader: Kate Hartzler

Visioning Update: Pastoral Council (Reno Berg)