

Immaculate Conception Parish, Ira Township, MI



Parish Council — December 2017 Minutes

Meeting Date: Tuesday, December 5, 2017

Meeting Time 7:17 PM

Meeting Location: Parish Hall

Member Name	Present	Absent	Position
Fr. Joe Esper parish@iccatholic.org	X		Pastor
Deacon Ken Nowicki kgnowickid@sbcglobal.net	X		Deacon, Evangelization Representative
Nicole Tomaszewski nicolembeutler@hotmail.com	X		Council Member, Chairperson (Term 2, Year 1)
Kathleen Grimm kagrimm@comcast.net	X		Council Member (Term 1, Year 3)
Bob Tharrett bobfarming@yahoo.com	X		Council Member (Term 2, Year 1)
Ted Stawiasz tstawiasz@aol.com	X		Council Member, Vice Chair (Term 2, Year 1)
Pat McGrath		X	Council Member (Term 1, Year 1)
Mary Kot skippykot@yahoo.com	X		Worship Representative
Laura Somogy guardianangelspray4us@gmail.com	X		Education Committee/Evangelization Committee
JoAnn Augustine jaugustine30@comcast.net	X		Christian Service Rep.
Long Term Planning- Jim Mattina	X		Long Term Planning Rep.
Deacon Larry Pazkowski deaconlarry@iccatholic.org		Excused	Deacon

Meeting opened with a prayer at 7:20 pm.

Minutes of the November meeting were approved with no corrections.

PASTOR'S REPORT:

- As announced at the Masses this past weekend, the repairs to the church foundation were successfully completed this past week. The foundation along Church Road was in good shape, but sinking, so thirteen helical spheres were installed to lift it back into position and reinforce it. However instead of drilling down only 35', it was necessary to go down anywhere from 75 – 85' to reach bedrock, meaning the project was over \$10,000 more expensive than the original estimate of \$22,100. (That's still much less than what it would have cost us if it were necessary to rebuild the foundation.) The cracks on the interior walls will be repaired as soon as possible.
- Last Thursday, November 30, there was an hour-long meeting for council and commission chairpersons and other involved parishioners regarding scheduling policies and communications. About twenty persons were present, and the meeting seemed to resolve issues and questions that had arisen.
- The vicariate School Oversight Committee held its annual meeting a few weeks ago, reviewing the worksheets submitted by Cardinal Mooney and the other six elementary schools. All were approved for continued financial support by the vicariate, though we did follow up with one school in order to obtain additional information.
- As mentioned last month, every Catholic school in the AOD is expected to implement a strategic planning process. Our school's committee has been formed, and will attend one of the orientation meetings offered by the Archdiocese sometime in January.
- The Long-Term Planning committee and the parish staff have been discussing the issue of church security; in light of the tragic church shootings in different parts of the country, this is also a major concern of the AOD, the State Police, and local law enforcement agencies. Even before the last incident, we had made plans to have an officer



visible and present during the holiday Masses. (I'll explain this in my upcoming bulletin columns.) This puts us ahead of the curve compared to most churches.

FINANCE COUNCIL – No report.

COMMISSION REPORTS:

Worship Commission – Fr. Joe and Mary Kot reported.

- The Rite of Acceptance was held at the 10 am Mass this past Sunday; we have several adult and child candidates for full communion.
- The Advent reflection booklets were available after the Masses; we'll also provide the 2018 wall calendars in the coming weeks.
- This Friday is our parish feast day, a holyday of obligation. Masses will be at 9 am (with the school students in attendance) and 7 pm. Following the 9 am Mass, we will have a catered breakfast (thanks to the generosity of an anonymous parishioner).
- There are two vicariate communal penance services this week.
- On Sunday, December 24, there will only be Sunday Masses at 8 am and 10 am – not 12 noon. The Christmas Masses will be at 4:30, 6:30, and 11 pm. On Christmas Eve, and 9 am and 11 am on Christmas Day. It's necessary to attend Mass from both the Fourth Sunday of Advent and for Christmas; one Mass doesn't count for both.

Christian Service Commission – No minutes – JoAnn Augustine reported.

- Stars of Christmas – 40 families were helped this year. Gifts were in on time this year, which was very helpful. Everyone involved is very pleased.
- Dinner and a Movie raised \$822 for BWPC and \$100 for Parish Hall maintenance.
- Next Dinner and Movie will be held January 6, 2018 – *The Finest Hour* will be shown with 100% of the profits to the Immaculate Conception St. Vincent de Paul.

Education Commission/SAC – No minutes – no report.

Long Term Planning – No minutes – Jim Mattina reported.

- There are some areas on both the inside and the outside of the church that are in need of repairs.
- LTP continues working on the gymnasium walls, they have a couple of ideas they want to try to help with the continuing, but improving, moisture problem.
- The carpet will be replaced and repairs made in the office used by our deacons.

Stewardship Commission – No minutes – no report.

Parish Life – No meeting until January.

Immaculate Conception Parish, Ira Township, MI

Parish Council — December 2017 Minutes



Vicariate Pastoral Council (VPC) – Fr. Joe reported.

- VPC focusing on Unleash the Gospel –
- Discussion about the *Formed* program. We will be receiving a 45-day free trial. More information to come.

Evangelization – See attached report.

NEW BUSINESS: None

OLD BUSINESS: None

OPEN FORUM:

- Bookmarks to give out at Christmas with the Christmas books – Stewardship has spearheaded this project.
- Deacon Ken passed out the links to the video's for *Unleash the Gospel*.
- A request was made to change the announcement at the beginning of Mass to specifically include cell phones: "At this time, please switch off your cell phones and other electronic devices."

Meeting closed with a prayer at 7:50pm

Next Meeting: Tuesday, January 2, 2017

Minutes Respectfully Submitted: Amy O'Gara

WORSHIP COMMISSION MEETING MINUTES

November 16, 2017

Present: Fr. Joe Esper, Deacon Ken Nowicki, Pat Austin, Mike Mytinger, Laura Somogy, Eliana Hogarth, Sandy Kott, Rene Meldrum, Cindy Janisse, Mary Kot.

Absent: Carole Gafa, Jeff Wooten, Paul Sattler.

Cindy is our newest member. WELCOME CINDY!

Meeting opened with prayer at 6:30 pm.

Minutes of September 21, 2017 were approved on motion of Eliana, supported by Mike, all ayes.

Fr. Joe's Report:

- We are happy to have a new member of our parish pastoral staff: Deacon Larry Paczkowski, from St. Mary Queen of Creation Parish in New Baltimore, who was ordained October 21. He's already assisted at a couple weekend Masses, and a welcoming reception will be held for him after the Masses this Sunday.
- The Beautification Mass for Fr. Solanus Casey this Saturday will be an important event in the life of our parish, and it's good that a number of persons from our parish will be attending (including Deacon Ken and Deacon Larry).
- There are several persons in this year's RCIA, and several children in the RCIC. The RCIA Rite of Acceptance will be held at the 10am Mass on Sunday Dec. 3.
- Six new altar servers were trained and installed in October.
- On Friday Oct. 13 a special Mass celebrated the 100th anniversary of Our Lady's final apparition at Fatima; the Mass was followed by an outdoor rosary procession and a consecration prayer at the grotto. About 70 people participated.
- On Sunday Oct. 15 Archbishop Vigneron was here for the dedication of the new Michigan historical marker at St. Mary Cemetery. The rain went up, and so the ceremony went off without a hitch; it and the reception that followed were fairly-well attended.
- On Monday Oct. 23 about 120 persons attended the special Mass, followed by a talk and healing service, involving a visiting priest from Canada.
- Attendance at the annual Memorial Mass on All Souls Day (Thursday Nov. 2) was down this year; only about 60 persons attended. As always, the special banners or scrolls listing the deceased are very nicely done.
- The Book of Life has been in place since the beginning of November, and many persons have written in the names of deceased loved ones.
- Two new portable altar lights have been acquired for use during Eucharistic Adoration; these can focus light directly on the monstrance.
- The outside church doors nearest the grotto and the parish hall now have lights that automatically turn on when it becomes dark; these are but one of the steps we're taking to address larger security concerns.
- My books were on sale after the Masses last weekend, and will be again this weekend.
- The Mass of Reparation for November will be next Monday evening (Nov. 20) at 7pm.
- Our parish feast day—the Immaculate Conception—will be a holyday of obligation; Masses on Friday Dec. 8 will be at 9am (with the school students in attendance) and at 7pm. Friday Eucharistic Adoration will be held as usual.
- The vicariate clergy, and the vicariate evangelization committee, have been discussing whether the twice-a-year Evenings of Prayer and Healing (Anointing Masses) are serving a purpose; consistently low attendance calls this into question.
- Three Advent communal penance services have been scheduled in our vicariate; the dates and locations will be listed next month in our parish bulletin and in *The Drift*.

Worship Meeting Minutes, 11/16/17, Pg. 2

Reports & Updates

Music: Last Sunday, November 12, our adult choir participated in the **CHOIR FEST** at St. Catherine's with choirs from 3 other parishes to honor our veterans. The Michigan Chamber Chorale will perform a concert here at I.C. on Saturday, December 9th at 7pm.

Mass schedule for New Year's Day was reviewed:

Sunday, December 31, **NO** noon Mass, but there will be a 4:30 pm Mass.

This year, New Year's Day is not a Holy Day of Obligation.

Monday, January 1, New Year's Day: 10am Mass.

Art & Environment: No report. No representation.

Liturgical Ministries: No Report.

Sacristans: No Report. No representation.

Ushers: Mike is calling all the active ushers. They will identify team leaders for each group. He will call each leader for list of attendees for meeting in January. Appreciate the "help wanted" ad in the bulletin as they need more ushers. Deacon Ken suggested Mike teach the ushers that ushering is a ministry and to follow in the footsteps of Fr. Solanus as doorkeepers.

Altar Cloths: There are old vestments in the closet in altar servers sacristy and basement of the rectory that need to be cleaned and donated to needy parishes in Africa and elsewhere, but the cost of cleaning is a concern. Nothing was resolved on this matter.

Loving Hands: Discussed issue that one of our vacuum cleaners was "borrowed" by some unknown person without permission who scratched and abused it. This is troubling to our group. We maintain our equipment and Mike Mytinger services our vacuums.

Upcoming Liturgical Events

Thanksgiving Day, November 23, Mass at 9am. Parish office closed Thursday and Friday.

Advent begins weekend of December 2-3.

Headcount sheets distributed followed by discussion of attendance.

Old Business

Unleash the Gospel: Theme of Hospitality is welcoming others; it is the responsibility of all of us, not just the ushers. Father Joe gave us some ideas of how to be friendly and make others feel welcome. Deacon passed out sheets with ideas to consider:

1. Short thematic explanation before Mass explaining the readings for the day. *Could be problematic.*
2. People could move to center of pews to invite others to join them in that pew.
3. For Christmas and Easter Masses, investigate cost of buying/renting equipment for overflow of people participating in Mass in parish hall. *Is there really a need for this, only a couple of times a year?*
4. Encourage ushers, lectors, ministers of holy communion to be greeters at the doors before Mass; encourage parishioners to welcome persons near them in pews.
5. Initiate a greeting to all, regular parishioners and visitors, after the announcements before Mass.

Mike said he is going to remind his ushers that they should be at the doors, directing traffic in the parking lot, greeting people, etc.

Fr. Patrick Gonyeau will speak on how to **"BE A JOYFUL MISSIONARY DISCIPLE"** on December 1, 7:30 pm, at St. Mary's, New Baltimore.

Advent & Christmas Planning: The Art & Environment people are not here to discuss their plans for Advent and Christmas flowers and decor, but they seem to be on top of things in their ministry. Music choirs are working hard preparing for these two seasons and the Epiphany Concert. Breakfast With Santa, December 10; we need someone from parish to be Santa. The books that will be given out at Christmas as our gifts to parishioners are in.

New Business

Excavators will begin their work in early December to correct the foundation problem on the west side of the church, the \$22,000 project. If it is found that the entire foundation needs replacing and we have to close down the church for three months we will have a problem about where we will hold funeral Masses. The cost of a new church would be about seven million dollars. The question of preserving our stained glass windows during all this necessary work and repair was addressed and Fr. Joe explained the process.

Next meeting date: Thursday, January 25, 2018, 6:30 pm.

Meeting closed with prayer at 7:45 pm.

Respectfully submitted,
Mary Kot, Secretary

EVANGELIZATION COMMITTEE MINUTES

November 21, 2017

The meeting opened with prayer at 7:15 pm.

Attendance:

<u>Title</u>	<u>Name</u>	<u>Present</u>	<u>Excused</u>	<u>Absent</u>
Committee Chair:	Randy Proctor		X	
Secretary:	Michael Nagrant	X		
	Ray Somogy		X	
Evangelization Liaison:	Deacon Ken Nowicki	X		
Members:	Kathleen Grimm	X		
	Tina Kovalcik		X	
	Barbara Nagrant	X		
	Amy O"Gara		X	
	John O'Gara		X	
	Jim Polcyn		X	
	Diane Polcyn	X		
	Tammie Thelen	X		
	Laura Somogy	X		
	Herman Hook	X		
	Carol Gawel	X		
	Eliana Hogarth		X	
	Guest			

Previous meeting minutes: We reviewed and accepted the minutes.

Old Business:

- Deacon Ken is appealing to the Archdiocese about getting preferred pricing as a larger group for the *Formed* program soon. The price went up \$80 (now \$1760). Also awaiting approval by Fr. Joe. Will discuss further when these steps have taken place.
- Carol brought in the team polo shirts that were ordered, and they turned out great! Thanks, Carol.
- The baby bottle Drive generated approximately \$2,600!
- The Coffee House donations went to Mary Cox for cleaning, vacuum refurbishing, and polishing equipment. \$ 324.00
- There was further discussion about another Coffee House event in the near future. We will need to consult with John and Randy to see if they can find a suitable date. It was also recommended that we advertise the event in the Bay Voice paper.
- Father Dan Kallaway was booked, so we will need to find an alternative speaker for a future event.

New Business:

- Amy brought in Door Hanger's to invite for "Coffee Houses" and or any other activities we have like "Unleash the gospel" or "Evangelist gathering" or "Movie night" We discussed other applications these might be useful for.
- Laura Somogy emailed Deacon Ken about Sunday after Easter to have a Polish Dinner Menu Event – Pot Luck- for "Divide Mercury Sunday" after the 3PM service, and they are moving forward with the official process to get approval. If this is approved, we need to formulate a process to call inactive parishioners and invite them. We will also want to advertise this event.
- Prayers for evangelization team needs further discussion.
- Carol brought up the possibility of trying to find some training regarding praying over people and other prayer warrior functions.
- We will be looking to send out a sign-up sheet to distribute books at the Christmas masses.

Events to consider:

- There will be an informational meeting about our new procedures for scheduling and communication on Thursday, November 30, 2017 at 6:30 PM
- Fr. Patrick Gonyeau will be giving a talk at St. Mary Queen of Creation Church on December 1, 2017 about becoming Joyful Missionary Disciples.
- There will be a Dinner and a Movie event on Sat, December 2, 2017 after the 6:30 PM mass. The title is "Footprints of God: Jesus, The Word Made Flesh":
- There will be an Apologetics Conference at Sts. Cyril & Methodius Church on January 13, 2018. The subject is "Making Sense of Mary" The cost is \$26 in advance or \$31 at the door
- The Cooking Demonstration is back on for Feb 1, 2018. More details will follow soon.

The meeting ended at 8:08 PM with prayer.

The next meeting is planned for December 19, 2017.



IMMACULATE CONCEPTION
LONG TERM PLANNING COMMITTEE MEETING MINUTES
Tuesday November 28, 2017 –Un-Approved

Attendees: ☐ Father Joe Esper ☐ Jim Haase Ron Vigneron ☐ Jim Mattina
 ☐ Bob DeBusschere ☐ Jeff Wooten ☐ Dennis Cyr Robert Clancy
 ☐ Gordon Birgbauer

Call to Order / Opening Prayer

Meeting was called to order at 7:20 pm
Fr. Joe led the group in an opening prayer
School Mission Statement was read by all
Meeting minutes from the October 17 was reviewed & approved as submitted

Church Repair Update:

- Interior & Exterior wall repair:
 - Bob D. reported trees & shrubs would be removed on Wed. 11/29/17.
 - Helical pier work on the exterior wall will begin 11/30/17 – Jim H. briefly explained the helical pier process.
 - LTPC will look into correcting the brick work
 - Bob D. will repair the inside walls of the church as soon as possible.
 - Further investigation should be done on the County drain rework to see if this is a result of that work.
 - Bob D. had an independent firm to assess the Church foundation. (Report Attached)

Gymnasium Update:

- Jeff W. confirmed the new HVAC units are installed and working efficiently
- Bob D. reports a significant improvement in the air flow.
- Jim H. showed a video of a company to foam fill the block wall. Est cost \$4,000-\$8000 depending on the total square are to fill. Jim H. will contact them to see what the minimum area as a test. Potentially (1) bay.

Parking Lot Water Drainage:

- Waiting on information / No update..

Rectory:

- Bob D. to look at siding around the building to make sure it is sucure.
- There is an area in particular around the porch which is in question.

Church Security:

- First session devoted to Church Security is scheduled for Jan 12-13. (25) people will be invited
- Gordon reported that the Clay Township Police Department will have extra patrols around the campus during the Christmas & New Year's mass schedules.

LONG TERM PLANNING COMMITTEE MEETING MINUTES

Tuesday November 28, 2017 –Un-Approved page 2

Open discussion:

- The repairs in Deacon Ken's office was completed but there was damage to the carpeting & should be replaced

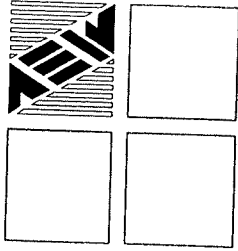
Parish Council Representative:

Next Parish Council Meeting Tuesday December 5, 2017 after 6:30 Mass

LTPC Representative: Jim Mattina

Next Meeting: January 16, 2017 after 6:30 Mass unless additional church repair issues arise.

Meeting Adjourn and Closing Prayer at 8:15 pm



ANDERSON, ECKSTEIN AND WESTRICK, INC.

51301 Schoenherr Road, Shelby Township, Michigan 48315
Civil Engineers • Surveyors • Architects 586-726-1234

November 17, 2017

Robert DeBusschere
Director of Maintenance
Immaculate Conception Catholic Parish
9764 Dixie Highway
Ira, MI 48023

Reference: Immaculate Conception Catholic Parish
Foundation Assessment

Dear Mr. DeBusschere:

This report is in response to your request for the inspection and structural assessment of the foundation along the west elevation of the church. We understand your concerns stem from the observed stepped cracking and joint separation in the exterior masonry near the windows, and also the cracking of the interior plaster at the top of the window arches.

AEW visited the site on November 3, 2017 to assess the conditions. In addition to the cracking at the locations noted above, we observed settlement and minor faulting of the soil near the at-grade windows along the west wall within the crawlspace. We understand the parish has recently taken measurements to determine the amount of foundation settlement that has occurred. It was reported that the amount of settlement increased across the west elevation moving north to south, with approximately 2" measured in the southwest corner. The parish has also received a quote from a foundation repair contractor, who proposes to install helical screw anchors along the existing concrete foundation, thereby lifting the foundation to its original elevation.

The foundation appears to have settled due to the recent drying, and thus contraction, of the soils that has occurred in late summer. This was likely exacerbated by the two larger trees immediately west of the building, pulling the water in the soil away from the church building during the dry spell.

We concur with the parish's approach to lift the settled foundation as the contractor has proposed. We also recommend removing the trees to the west to minimize the potential for additional moisture-related shrinkage in the surrounding soils. After this remediation has been made, tuckpointing of the exterior masonry, caulking around the window joints and repair to the interior plaster should be performed.

Please do not hesitate to contact us with any questions or if you wish to discuss further.

Sincerely,

Kevin E. Zael, PE

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