



Immaculate Conception Parish Council February Minutes

Meeting Date: Tuesday, February 4, 2014
Meeting Time: 7:00 PM
Meeting Location: Parish Hall

Member Name	Present	Absent	Position
Fr. Joe Esper	X		Pastor
Deacon Ken Nowicki	X		Evangelization Rep.
Nicole Tomaszynski	X		Chairperson
Bill Gilmore		Absent	Vice Chair
Pat McGrath	X		Council Member
Kathleen Grimm	X		Council Member, VPC Rep.
Lori Stefani	X		Council Member
Bob Tharrett		Excused	Council Member
Tom Dunn		Absent	Council Member
Ted Stawiasz	X		Council Member
Mary Kot	X		Worship Representative
Anni Adkins	X		Council Member
Dennis Cyr	X		Long Term Planning Rep. (Rotational)
JoAnn Augustine	X		Christian Service Rep.

Meeting opened with a prayer at 7:15 PM

Minutes of the December 3, 2013 meeting were approved with no changes.

PASTORS REPORT:

- Fr. Joe gave his thanks for the Christmas card and Marathon gas gift card; it was much appreciated.
- The church repainting project is finished, except for the refinishing of the floor and some outside work, which will be done in the spring. With the replacement of the church roof, we spent more money on the church than originally planned – but it was well worth it, as the building is now in solid shape. The comments and feedback Fr. Joe has received has all been positive.
- As announced last weekend, the Christmas collection – which had gotten off to a disappointing start – is now at \$95,487, well over the \$75,000 we had budgeted. This is certainly good news, but is not a complete solution to our current financial worries; we're still facing a projected budget deficit at the end of the fiscal year. This probable shortfall is due mainly to lower school tuition income than projected and below-budget Sunday offertory collections.
- Back in December a special meeting was held regarding possible solutions to our financial problems; about twenty parishioners attended. A number of suggestions were made, some of which we're looking into implementing. A few days after that, the Finance Council met with a representative of the Archdiocese Finance Office. She had prepared for the meeting by reviewing all our financial data, including five-year trends, our budget, and financial report, and the bulletin column in which I gave an overview of our budget difficulties. Her conclusion is that, unlike some parishes that have had this difficulty, we're doing everything right- the numbers just aren't in our favor this year. She agreed with our basic approach: do whatever we reasonably can to reduce the deficit by the end of this fiscal year,

cover the shortfall by drawing upon our savings, and adjust the budget for next year to make sure this doesn't happen again.

- We have some good news regarding the CSA: we've now received over \$71,000 in pledges and contributions, which is only \$599 short of our target. This puts us ahead of last year's pace, in which we didn't reach our target until March.
- We're also making slow but steady progress in our *Changing Lives Together* campaign; we've now received \$535,627.90 in pledges and contributions – about \$23,755.10 short of our target. (This represents roughly 94% of our target from 26% of our parishioners.) The CLT donations we've received allowed us to implement the first of our parish goals: the repainting of the church interior – and, in conjunction with that, the replacement of the church roof. The second goal – the upgrading of the school entrances – will have to wait until sufficient money has been received through the paying of CLT pledges; also, the cost of the project is greater than we first anticipated which will further delay its implementation. One concern regarding CLT is that the rate of pledges being paid off is somewhat slower than it should be; our committee will be meeting later this week to discuss how this issue should be addressed.
- *ChristLife* began a few weeks ago (and, as it happens, Holy Family Parish in Memphis and Richmond began it at the same time). We are off to a wonderful start, with 172 persons taking part in the Thursday morning and evening sessions combined (including about 20 non-parishioners). One of the visitors attending told us that ours is the best-organized series he's seen in the Archdiocese so far (and our parish staff and volunteers have worked very hard in this regard). The participants seem enthusiastic and grateful for the opportunity. This Thursday's session will be the fourth of seven and on the Saturday following session #5 (Saturday, February 15), a retreat for the *ChristLife* participants will be held in the parish hall.
- A special bulletin insert designed to help people think about some of the practical implications of the priest shortage was given out on the first weekend of January (the feast of the Baptism of the Lord, which is traditionally a time to promote priestly and religious vocations).
- Catholic Schools Week was held last week; thought there was no school on the first three days of the week. (So far we've lost eight days this winter to snow or extremely cold temperatures.)

FINANCE COUNCIL: Fr. Joe reported.

- There was a December meeting with a representative from the AOD . (See Fr. Joe's Pastors Report above for more information regarding this meeting.)
- January meeting of the Finance Council was cancelled due to weather.
- Finance Council is scheduled for next Monday.

COMMISSION REPORTS:

Worship Commission – See attached January meeting minutes.

Additional comments:

- There were two changes to the Christmas Mass schedule this year: both the 4:30 P.M. and 6:30 P.M. Christmas Eve liturgies were celebrated as Children's Masses, and the Midnight Mass was moved up one hour to 11 P.M. These changes seemed to work well.
- The choirs' Epiphany Concert was held on the afternoon of Sunday, January 5. The three choirs and the musicians did a magnificent job; unfortunately, attendance was down due to bad weather.
- The First Reconciliation service for our 2nd graders will be held this Thursday evening, and the retreat for our Confirmation candidates will take place this coming Sunday.

- Scout Sunday was held at the noon Mass this past Sunday (with Fr. O'Sullivan presiding), and was well-attended.
- The next Mass of Reparation will be held on Monday February 17 at 7 P.M.; as always, it will include a healing service after the homily.
- A vicariate Healing Mass was held at St. Stephen's in Port Huron back in November. We will be hosting the next such vicariate Healing Mass; it will take place on Friday, May 9 at 7 P.M.
- To commemorate the anniversary of the 1973 Supreme Court *Roe v. Wade* decision (which removed all legal restrictions on abortion), on Wednesday January 22 Eucharistic Adoration was held from the end of morning Mass until 12 noon.
- The Feast of St. Blase occurred yesterday. The traditional blessing of throats was held after the morning Mass, and also at a special prayer service at 6:30 P.M.
- We are looking at possibly utilizing electronic votive candles. More research is being conducted on the issue. It was suggested that the exhaust pipe over the votives be inspected to be sure it is clear from any obstructions.
- The search continues for a crown for the Mary statue.

Christian Service Commission – No meeting due to weather.

Additional comments:

- The 160th celebration closed with a parish play that was very well received. The play was followed by a pot luck dinner where everyone in attendance seemed to enjoy the festivities.
- Next up for Christian Service will be the annual St. Joseph's Layette drive.

Education Commission – See attached January meeting minutes.

Additional comments:

- The Education Commission is look at hosting a speaker during the summer as something that could be presented between *ChristLife* sessions.
- Our I.C. Youth Group, SHINE will be attending the CYO Rainbow Conference this weekend. We do not have a count of how many are attending.
- The Education Commission is looking for new members and is currently accepting recommendations.

Long Term Planning (LTP) – See attached January meeting minutes.

Additional comments:

- The current sump pump in the church basement will be replaced when old one fails. The sump pushes water to parking lot drains that do not currently drain quickly enough; this issue will be addressed in the spring.
- Church roof drains will be finished in the spring.
- The outside church doors will be refinished; this is another spring project. We are currently acquiring quotes.
- Gym Walls – testing continues. We are monitoring the issue and waiting on results of the new drain system to see if it has stopped the wicking into the wall.
- Handicap Parking – a proposed layout is being worked on for handicap parking.
- School Security Cameras – PTC will be contacted about contributing to the project.
- Rectory – There are several serious issues regarding plumbing in the rectory. Fr. Joe's bathroom is in critical need of replacement of a waste line. There is also extremely low water pressure. Both of these issues need top priority.

VICARIATE PASTORAL COUNCIL (VPC) – See attached December meeting minutes.

Additional comments:

- The VPC meetings have not been well attended as of late.
- The next VPC meeting will be February 12.
- The Jail Ministry is concerned about serving the ministry needs of Catholic female prisoners.
- There is also still a large disparity of access for Catholic prisoners in general. There are currently 160 protestant representatives and only 6 Catholic.

AD HOC COMMITTEES:

Changing Lives Together – No report submitted.

Evangelization – No report submitted.

Additional comments:

- Discussion on the fruits of the *ChristLife* program.

Festival Committee – No report submitted.

NEW BUSINESS:

- Updates to the Parish Council Handbook were distributed to those members who have the handbooks.

OLD BUSINESS: - None

OPEN FORUM:

- Housekeeping note – It was requested that the recording secretary's E-mail address be included on any committee or commission E-mail distribution list for meeting minutes. This will eliminate some of the scrambling that takes place prior to the Parish Council meetings looking for reports. Please add: amy@iccatholic.org.

Meeting closed with a prayer at 8:15 P.M.

Next Meeting: March 4, 2014 following the 6:30 pm Mass.

Minutes Respectfully Submitted: Amy O'Gara, Recording Secretary

WORSHIP COMMISSION MEETING MINUTES

February 11, 2014

Meeting opened with prayer at 7:15 pm.

Present: Fr. Joe Esper, Deacon Ken Nowicki, Mike Mytinger, Pat Austin, Rene Meldrum, Sandy Kott, Eliana Hogarth, Jeff Wooten, Mary Kot. Not Present: Ed Ross, Carol Gawel.

Minutes of January 9, 2014 were approved by consensus.

FR. JOE'S REPORT

- Scout Sunday was held on February 2, Scouts were present at the 12 noon Mass, seemed well-attended, Fr. O'Sullivan was the celebrant.
- The St. Blase day throat blessings were held on February 3, with about 30 people after the morning Mass, and another 20 or so at the evening service. Fr. Joe and Deacon Ken visited all the school classrooms in the afternoon, and later the religious education catechists, and Father blessed the throats of the Faith Formation children.
- The First Reconciliation service was held on Thursday, 2/6, with about 48 seconds graders from school and Faith Formation receiving the sacrament, along with a number of their parents; three priests were present to assist.
- The Confirmation retreat was held on Sunday, 2/9, with the young people attending the 10 am Mass. About 65 8th graders will be confirmed by Bishop Cepeda on Wednesday, April 30.
- Each year Fr. Joe does a series at school in 6th grade religion class on the Mass, and that is underway. The session yesterday, 2/10, covered an outline of the Mass, and today's session, 2/11, involved a tour of the church. The test is tomorrow.
- It has been arranged for the 8th grade students to remain in the church after the school Masses to wipe down the kneelers, this to be implemented soon.
- Because of winter break and no school this Friday, 2/14, school Mass will be Thursday, 2/13.
- Our **Christlife** series has been going very well with roughly 170 participants in the morning and evening sessions combined. The **Christife** retreat will be held in the parish hall Saturday, 2/15, beginning with Mass in church at 8:30 am. Several priests will be here for individual confessions.
- Monthly Mass of Reparation for the sins of our nation will be Monday, 2/17, at 7 pm, including a healing service after the homily.
- In December a special meeting was held for interested parishioners regarding our parish finances and several ideas were suggested. A follow-up meeting will be held on Tuesday, 3/18, following the 6:30 pm Mass, at which time volunteers will be recruited to implement specific ideas. Father will speak on the theme of stewardship at all weekend Masses, March 1-2.

- Ash Wednesday is March 5; Mass at 9 am with school children and at 7 pm. Ashes will be distributed at these Masses and at 7 am and 11 am services.
- Parish Lenten and Holy Week brochure is currently being prepared.
- Vicariate Lenten penance services are scheduled as follows:
 - Wednesday, April 2, 7 pm, St. Mary, New Baltimore
 - Wednesday, April 9, 7 pm, St. Mary, Port Huron
 - Saturday, April 12, 1 pm, St. Mary, St. Clair
- New booklets for Stations of the Cross are being ordered so we will have another choice.
- Lenten quarter holders will be inserted in parish bulletin weekend before Ash Wednesday.
- Letter was received from Bishop Byrnes that Archbishop Allen Vigneron is starting a *New Pentecost* beginning this Ash Wednesday, 3/5/14, until Easter Sunday, 4/2/15, designated as a Year of Prayer.

REPORTS & UPDATES

Music: Pat reported that all choirs are preparing for Lent and Easter. The trumpet player has been contacted for his participation Easter Sunday.

Art & Environment: Jeff reported this ministry will be ready for Lent and Easter and that the Lily sale is being planned again for this year.

Liturgical Ministries: There will be re-training of Liturgical Ministers on Tuesday, 3/11: Lectors, right after 6:30 Mass; Eucharistic Ministers of Holy Communion at about 8 pm.

Sacristans: No representation; no report.

Ushers: Mike has reviewed with ushers team about placement of the communion kneelers, but there is still a problem. He intends to begin working on ushers protocol and procedure.

Altar Linens: Nothing new to report,

Loving Hands: We had 9 women cleaning the church this week. The 8th graders will begin helping with washing the kneelers next week after the school Mass. The paper cups and holder disappear from the restroom on a regular basis so a discussion ensued about what to do about it; it was suggested that a holder be permanently mounted on the wall as one possible solution.

UPCOMING LITURGICAL EVENTS

Ash Wednesday: Discussed above in Father's Report.

Bring old palms to weekend Masses, March 1-2, which is the weekend before Ash Wednesday, to be burned and ashes used for Ash Wednesday anointing.

OLD BUSINESS

Lent & Easter Planning: Selected a theme for this year's season of Lent and Easter:

Preparing For a New Pentecost.

Devotions same as last year, Stations of the Cross, Eucharistic Adoration, etc.

4/13 Palm Sunday: Procession before 10 am Mass.

4/17 Holy Thursday: 7 pm Liturgy, with procession into hall, Eucharistic Adoration until 12 midnight.

4/18 Good Friday: Same as last year.

4/19 Holy Saturday: 9 am Morning Prayer and blessing of food – same as last year.

Training of Altar Servers at 1 pm for the Vigil Mass.

4/27 Divine Mercy Sunday: Service at 2 pm. **CSA** tape will be played that weekend.

Votive Candles Stand: Discussion about replacing the candles presently used with electronic candles as a means of retaining the beauty and cleanliness of our newly decorated church and eliminating the possible fire hazard. It was the consensus of those present to go with this project but there was a question of how the cost would be handled.

Mary's Crown: Jeff is looking into what is available for purchase in a crown of 12 stars or how one could be made. Discussion about a gold crown, versus crown with 12 stars, versus no crown at all. Decision still to be made.

NEW BUSINESS

Wheelchair Space: Jeff had a recent meeting with Carol Gawel and he explained where they thought space could be provided to accommodate wheelchairs at Masses. There was discussion; more insight is needed as to what is needed, desired, and/or feasible.

The issue came up of the floodlights on both sides of the sanctuary (BVM and St. Joseph) are not properly balanced and that it seems the lights are not all of the same kind.

Next meeting date: Tuesday, March 25, 2014, after the 6:30 pm Mass.

Meeting closed at 8:45 pm with prayer.

Respectfully submitted,
Mary Kot, Secretary



IMMACULATE CONCEPTION
LONG TERM PLANNING COMMITTEE MEETING MINUTES
Tuesday January 21, 2014 –Un-Approved Draft Rev 1

<u>Attendees:</u>	Father Joe Esper Jim Haase	Dennis Cyr Ron Vigneron	George Eichorn Jim Mattina	Bob DeBusschere
<u>Absent:</u>	Jeff Wooten	Robert Clancy	Pam Mertes	

Call to Order / Opening Prayer

Meeting was called to order at 7:13 pm

Fr. Joe led the group in an opening prayer

Meeting Notes from the November 19th were reviewed by all present and approved.

Church Repair Update:

- Painting:
 - Inside Completed including the statues.
 - Total cost to date on church \$86,489.54
 - The floor project will be postponed until the spring.
 - Outside painting including the steeple to be postponed until spring.
 - Outside doors to be refaced by Joe Whitenight & Pat Clancy.
- Sump Pump:
 - Pump will be replaced once the old one fails
 - Bob & Bob will work on this in the spring. Problem arises from the parking lot drains that can't drain fast enough. The sump pushes water into the parking lot drains.
- Roof Drains:
 - American Spirit has snaked some but not all the roof drains.
 - The ones they have completed are clean & working fine
 - The balance will be done in the spring
- Church Roof Issues:
 - The roof replacement complete including the requirements ventilation & gutters.
 - The brick under the problems spots to be cleaned & sealed by Bob D.
- Doors
 - Father has received a donation of \$1,000 for church door projects.
 - Cost to replace the man door to the basement was \$ 1,968.00. On hold. Need more quotes.
 - Replacement of the storm doors is under review by TGP. Updates as they are available.

Changing Lives Together Update:

- Pledges/Gifts: 378
- Pledge Total: \$530,841.96
- Deposited to Parish LDP Account at AOD through 11/30/13: \$78,888.90
- If a parishioner wants to increase their pledge, they should go through the parish office.

Gymnasium Update:

- Waiting on results of new drain system to see if it has stopped the wicking up the wall.
- Dennis suggested removing one or two bricks to see exactly what type of flashing is on the top of the wall.
- HVAC repairs or replacement still need to be addressed in final recommendations along with projected cost.
- The CLT pledges & payment will have to be increased to add the stage & locker rooms

Handicap Parking:

- George Sommers sent over proposed parking area revisions.
- Project put on hold until spring.
- Hedges have been removed & parishioners have been using the open for access to church & the garden.

Campus Security:

- Father is expecting a Royalty check from his book sales which he is going to donate to the project to offset some of the cost.
- The PTC will be challenged to put up money toward the final cost.
- Bob D. has received a quote for 3 cameras & the main controller is \$ 2,700.
- More cameras can be added at a later date with a max. of 7.

Open discussion:

- Rectory
 - Father's bathroom is in bad shape.
 - waste line need to be replaces
 - water pressure very low
 - needs to be completely gutted to the studs
 - cost to replace from previous quote \$16,700, 1 year ago.
- A parishioner would like to have a trailer on church property to store festival white elephant items. It was not an approved item at this time.
- Dennis C will attend the Parish Council meeting in Feb.

Next Meeting: February 18 @ 7:00. Location: Parish Hall.

Meeting Adjourn and Closing Prayer at 8:45