

IMMACULATE CONCEPTION PARISH COUNCIL  
MINUTES FROM May 11, 2010

The meeting opened at 7:10 p.m. with a prayer.

***The following members were present:*** Pamela Mertes, Stanley Sommers, Susan Share, Amy O’Gara, Pat McGrath, JoAnn Augustine, Father Tomek Maka, Deacon Kenneth Nowicki, Andrea Taravella, Cathy Furtah, Diane Vigneron, Janis Cornwell, Jean Corbat, Sarah Cornwell, Tim Messing

***The following members were not present:*** Jane Petitpren

***Approval of Minutes:*** Minutes from the April 13, 2010 meeting were read by members and accepted.

***Youth Ministry Report Given By Sarah Cornwell:***

- Collected donations for World Youth Day at masses in April
- 4 day retreat scheduled for July
- Next meetings will be May 16<sup>th</sup>, May 23<sup>rd</sup>, and June 6<sup>th</sup>
- Helped at Confirmation
- Meet with 8<sup>th</sup> graders on last Faith Formation Day to give orientation on what SHINE is

***School Advisory Report Given By Diane Vigneron:***

- See Attached Minutes (Exhibit A) from April 13<sup>th</sup> and May 4<sup>th</sup> meetings
- Sample registration letter was already given to each member
- FACTs meeting was April 12<sup>th</sup>: still hashing out the SCRIP credit (hasn’t been finalized how this will be documented,) Father Tomek recommended an increase of communication to the parents regarding tuition increases as well as FACTs program
- Ms Steele is looking to do an alumni appeal- one item that might be addressed is PTC have new chairs purchased by receiving donations from previous alumni

***Christian Service Report Given By JoAnn Augustine:***

- Provided copy of Programs and Services outline as well as mission statement for this commission-Attached in Exhibit B
- There was no formal meeting prior to the May Parish Council Meeting
- Confirmed that the Mother/Daughter Tea would take place on May 23<sup>rd</sup>
- Pam questioned if we had a senior club- JoAnn indicated “no” they used to, but now there was a social club in the area but not affiliated with the Parish

***Christian Worship Report Given By Father Tomek:***

- Rough Draft of Minutes attached in Exhibit C with additions made by PC secretary according to Father Tomek’s report (highlighted)
- Janis questioned hiring of custodian-stated that in the past it has been posted and this time it wasn’t- Father Tomek responded that there was no policy on this and the person was a good candidate so they were chosen for the position
- Diane questioned what came about with the ushers coats and if there would be something for the women-Father Tomek responded that nothing was decided yet

***Christian Formation Report:*** No Report

***Stewardship Given By Jean Corbat:***

- Rough Draft of the minutes are attached in Exhibit D with changes made by PC secretary according to Father Tomek that there was incorrect information in the minutes (highlighted)

- Question-How much cost will be incurring for the cemetery in the upcoming years? Answer: we will have enough after the purchase money is taken from the cemetery fund to maintain the cemetery for years. Additional discussion on the Cemetery Budget and if there was enough to maintain the property for a long period of time
- AOD approved up to \$10K to renovate the new building and if it is more, the Parish Council must approve the additional amount
- The plan is to level the old Parish offices and have handicap parking in place of it-the costs of it will be discussed once the plan is finished
- Questions regarding the cost of the handicap parking- if it is not part of the Phase II plan, then why are we going to incur it?- Father Tomek responded that Phase II will not be complete until 3-5 years so it will be worth it for safety and convenience purposes
- New Building: Want to try to secure it before festival but the move will not be until after festival. We need the property for parking and the FDIC cannot allow us to use the property due to insurance reasons. A wish list of items will be compiled and if the items are donated then the money will go back into the fund.
- CSA= \$36,997 was stated in minutes, but the updated total was \$64,589.60 in pledges
- Question: Can you pay CSA online and then have it sent? Answer: no it has to be sent in with the CSA card
- Suggestions made by Andrea: use Amy's examples for timeline and we should have a Stewardship Campaign with a timeline and goals in writing, need to do more than one attempt to contact parishioners regarding CSA, is CSA a committee? Answer: yes and they were working hard on it, should have one person who's sole purpose is to follow-up on pledges, should approach "big" donors by inviting them to a mass with reception or a dinner put on by commission members (pot luck)-but they should be approached by Father Tomek

***Vicariate Report Given By Amy O'Gara:*** No meeting before this Parish Council Meeting

***Old Business:*** None

***New Business/Open Forum:***

- Prayer for the military-started in the last bulletin and should continue
- Parish Council will have a full meeting in June and there will only be a meeting in July if it is necessary. There will be no meeting in the month of August.
- Policy regarding the need for more than one quote before a purchase is made: this should be reviewed. There was a question as to whether this wasn't already a policy. It was brought up that the phone system did not have three quotes and Father Tomek stated that it was an oversight on his part because it was intended as an informational presentation not the final project.
- Telephone System Update: was on hold because of building purchase. There would be less expensive equipment needed if the offices were in the new building.
- Sub-committee of 4-5 people needed to review/organize written policies: Selection/election procedures, operational procedures, purpose & function of council, etc. Pam Mertes, Amy O'Gara, Susan Share, and Andrea Taravella volunteered. Father Tomek stated that there would also be a need to have the quotes for purchases in writing too.
- Cathy stated that the cemetery chapel was very nice and it was the first time she had been in it and it didn't smell.

***Pastor's Report:***

- CSA: calculated more conservatively so he had to ask for more to be more realistic
- Building: submitted bid based on knowledge, \$125,000 which was rejected and countered close to \$150K- could have gone lower, but the property was too valuable to lose
- Long-Term Planning: Working hard on new building, all environmental have been done and paid for by the FDIC
- Confirmation/First Communion: nice turnout, great job by catechist in preparing the teens, Father has problem with 1<sup>st</sup> Communion on Saturday and would like to consider moving it to Sunday at 2 pm (many of the families did not return to mass the following day)

***Comments after Pastor's Report:***

- Questions regarding whether Tastefest, Festival, etc could help pay down the debt, Father Tomek responded that if it a PTC function then the money could only be spent on the school not the Parish. The Festival profits are in the budget and the net of these types of functions go into the general fund.

- Amy had question regarding marketing and the website: stated that shouldn't all of the advertising and/or email addresses be channeled through Immaculate Conceptions website and the email addresses should be .org not .com
- Deacon Ken state that we need the Holy Spirit to be a better advisor and volunteer in the Parish, so we should attend the Pentecost Vigil for enrichment

***Assignments:***

- Written synopsis of your Parish Council or Commission position that can be used to help those who will be new members next year
- Brainstorm ideas and goals for next year

The meeting closed at 9:45 p.m. with a prayer

The next meeting will be held Tuesday, June 8<sup>th</sup> at 7:00 p.m.

Minutes respectfully submitted by Andrea Taravella.

# Exhibit A

## IC School Advisory Minutes Meeting 4/13/2010 DRAFT COPY

**Attendees:** Kathy Steele, Anne Malik, Kelley Lovati, Stan Lisica, Mary Anne Kilgore, Sue Mattina, Diane Vigneron, Heather Morrison, Sean Stawiacz

**Absent:** Christine Gabryel

**Minutes Author:** Diane Vigneron

- I. **Minutes:** Review of March minutes. Minutes approved.
- II. **Old Business:**
  - a. Maintenance Changes: Tammy will now be full time and Shaun Harnish will be working in the 4 hour position.
  - b. School chairs: Kelly Lovati inquired on the status of getting new chairs. She will follow-up with this with PTC.
- III. **Continuing School Improvement:**
  - a. FACTS follow-up: The contract for FACTS was reviewed. The payment plan, late fee charge, credit card usage fee and pre-pay options were approved as stated in the contract. A representative from FACTS will be coming to school to answer questions for parents.
  - b. Kindergarten surveys: Parents of full-time kindergarten students were given surveys to evaluate the program. So far only 1 out of 7 surveys have been returned. That survey was very positive.
  - c. Registration/registration packets: Families will be receiving registration packets the week of April 18<sup>th</sup>.
  - d. Budget committee recommendations: The Budget Committee approved a 2% discount on tuition if paid in full by August 1<sup>st</sup>.
- IV. **New Business:**
  - a. Communications presentation by Chris Ameal regarding updating our current phone system.

Meeting Logistics	
<b>Date:</b>	5/05/10
<b>Start &amp; End Time:</b>	6:30pm to 8:30pm
<b>Location:</b>	Parish Hall
<b>Meeting Facilitator:</b>	Kathy Steele
<b>Meeting Minutes Author:</b>	Christine Gabryel

Participants (x = in attendance):			
x	Kathy Steele	X	Anne Malik
	Fr. Tomek	X	Susan Mattina
x	Christine Gabryel	X	Heather Morrison
x	Mary Anne Kilgore	X	Sean Stawiasz
	Stan Lisica		Diane Vigneron
X	Kelley Lovati	X	PTC representatives Jim C, Laura C, Katie C

Meeting Minutes:	
<b>I Prayer/Minutes</b>	Review of Minutes: Sean requested the following line added under New Business: "\$5,000 is needed to begin communications project" April 2010 Minutes Accepted
<b>II Old Business</b>	
<b>A. Kindergarten Surveys</b>	Only one has been returned at this time. Mrs. Steele is awaiting more feedback.
<b>III Continuing School Improvement</b>	
<b>A. FACTS follow up</b>	<b>1. Questions/Answers</b> Letter will go home to parents on 5/5/10 with regards to a parent meeting hosted by Mrs. Steele and Fr. Tomek to provide additional information regarding the FACTS program and answer questions at that time.

	<b>2. Meeting/Consultation date</b> FACTS representative will be onsite the week of 5/10/10.
	SAC questions – Questions regarding tuition increase How does FACTS program work into tuition cost (fee for FACTS program is \$41.00 per family) How will SCRIP be affected- many questions on this topic. Mrs. Steele requested that Kelley send out her recommendation based on her meeting with Fr. Tomek for the group to review and provide feedback. Mrs. Steele and Kelley will then meet to finalize. How will volunteer service credit hours be addressed Is the date really 4/30 to make a decision regarding service credit hours (answer=no) Explain strategic planning (long term plan ) to school parents
<b>B. Partners in Mission Presentation</b>	
	<b>1. Annual Fund Drive</b> Develops alumni and friends Builds relationships Suggestions include alumni mass & breakfast a. “Donors are out there waiting to be asked” b. “Earn the right to ask”
	<b>2. Strategic Planning</b> Benefits-supports school for years to come
<b>C. PTC Alumni Request</b>	PTC recommendation to reach out to alumni for a possible fund drive to purchase new chairs to replace the broken ones in the lunch room and classrooms. Mailing could be a yearly program to fund various programs such as new science equipment, computers or whatever may be needed in the schools’ future. Brochure to include alumni testimonials including but not limited to Bishop Vigneron, teachers & Mrs. Mack
<b>D. Grant presentation</b>	(see handout provided by Mrs. Morrison) Meeting to help identify Grant resources that are available and how schools can most efficiently pursue grant funds. Goal is to begin researching companies that have grants available that could benefit the school. Quality vs. quantity- maximum of 5 grants written a year. Meetings to determine what companies will be pursued will be forthcoming.
<b>E. Budget Committee recommendations</b>	2% discount for prepaid tuition. SAC recommendation to review this topic at the parent meeting on 5/10.
<b>F. Green School Designation</b>	Congratulations to the students of IC! The students have received a flag that will be raised. Great job!
<b>IV. New Business</b>	PTC meeting scheduled for 5/6/10
<b>Upcoming events</b>	PTC meeting, Alice in Wonderland, Athletic Banquet
<b>MISC</b>	Families participating in the Kroger/SCRIP must renew their account online to receive credit.
<b>Next Meeting Items</b>	Open SAC positions, Sean and MaryAnne

## Exhibit B

### IMMACULATE CONCEPTION CHRISTIAN SERVICE PROGRAMS AND SERVICES

MISSION STATEMENT: 1) To assist with the efforts of all parish social activities which promote communication within our parish community. 2) To set a good example of and promote stewardship to all members of our parish and 3) To promote evangelization and outreach to those in need during times of joy and sorrow.

Rosary Makers – meets once a month on coffee/donut Sunday  
Produces approximately 1200 rosaries a year

Del Haskin Report – sends cards such as sympathy, get well, birthday – 227 sent in 2009

Funeral Lunch – 4 teams of 20-25 people – on call once every 4 months

COPE – (Christian Outreach Program Endeavor) – aids elderly  
with doctor appts and provides meals to families with illness

Handcrafters Ministry – meets at least twice a month year round – make items for  
Children's Hospital, Medilodge of Richmond & Mt. Clemens Gen. Hospital

Stars of Christmas – Provide for over 25 families from food depot in Algonac – over  
20 I.C. families – Blankets for St. Mary's food depot in New Baltimore

MCREST – provides dinners for the homeless at St. John Lutheran and  
Good Shepard churches

Blood Drive – Hold blood drive twice a year, in April & Sept.

Flu Shot Clinic – held clinic in November on Sunday after masses

St. Joseph Layette – Parishioners donate items for layettes for Catholic Social Serv.

Coffee/Donut Sunday – A fellowship gathering for parishioners after masses

Receptions – organize receptions at Father's request

Plan to Assist Career Transitional Support Ministry

Social Events committee:

Christmas Dinner Dance

Scrapbooking Weekend

Fall Harvestfest/Halloween Activity

Daddy/Daughter Dance

St. Patrick Party

Mother/Daughter Tea

# Exhibit C

## WORSHIP COMMISSION MEETING MINUTES April 15, 2010

Present: Fr. Tomek Maka, Deacon Ken Nowicki, Patrick Austin, Ed Ross, Carol and Jan Gawel, Eliana Hogarth, Sandy Kott, Mary Kot. Absent: Jeff Wooten, Jane Petitpren, Rene Meldrum.

Meeting opened at 6:35 PM with prayer led by Fr. Tomek Maka.

Motion by Ed Ross, supported by Sandy Kott, to approve the minutes of March 25, 2010, with one request by Fr. Tomek Maka that Carole Gafa be eliminated from the email list since Jeff Wooten usually represents Art & Environment; motion carried.

**MUSIC:** Pat Austin stated that although we did not have the quartet of trumpets and trombones at the Easter services, hopefully we will have it for the Feast of Pentecost for which the choirs are already practicing and preparing.

**ART & ENVIRONMENT:** Jeff emailed that he could not be present at this meeting and would like to be informed of anything that transpires that he should know about. Fr. Tomek commented how pleased he was with the flowers and decorations for Easter and how well this committee has been utilizing everything at their disposal to make the church always look so beautiful with their limited budget and resources, and are so giving of their precious time with their busy schedules.

**LITURGICAL MINISTRIES:** Fr. Tomek remarked about how gratified he was with the confidence, participation, and cooperation of the altar servers during the Holy Triduum, Holy Week, and Easter, and also a big thank-you and applause to the sacristans and the music ministries for their part in making all of this so special. Sometime in May, date yet to be determined, there will be training for new altar servers. **Scheduled for 1<sup>st</sup> Saturday of June**

Shawn Harnish has been hired as our part-time custodian, devoting 10 hours per week to the hall, and 5 hours to the church. Tammy is the "day" custodian; Shawn is the "night" person.

**ALTAR CLOTHS & LINENS:** No report.

**LOVING HANDS:** Sandy and Mary thanked Fr. Tomek for the two blips he put in the Spotlight encouraging parishioners to offer their help to their ministry, which did bring forth 3 or 4 new women who are very anxious to be part of their group. Fr. Tomek expressed his gratitude to Loving Hands for all this group does and how their efforts are noticed and appreciated, how their efforts are assisting the custodians in keeping the church clean and presentable. **Father Tomek asked to please compliment them on the cleaning and preparation of the Church because they worked exceptionally hard on it.**

### UPCOMING LITURGICAL EVENTS

**4/22** Thursday, 6:30 PM, Confirmation. Fr. Tim Hogan will administer the sacrament to the confirmation candidates and join us for dinner prior to. Confirmation practice on Tuesday, 4/20, and Fr. asked Ed Ross to please also attend. Music practice for same on Wednesday, 4/21.

Fr. Tomek talked about the penance service on Thursday, 3/11, that had fewer people present than he had hoped for; however, it was pointed out to him that there were many other opportunities for reconciliation in and around that time, which cut down on the number who needed to participate.

**5/1** Saturday, 9:30 and 11:30 AM First Holy Communion. Practice on Friday, 4/30.

For year 2011 First Holy Communion will fall on May 2<sup>nd</sup>, therefore, practice will be moved to Thursday, 4/30, because First Friday devotions will be held on Friday, May 1<sup>st</sup>.

**5/2** Sunday, May Crowning in the Grotto after the 10 AM mass.

**5/16** Sunday, 10 AM mass, K of C is having something "red, white & blue" which is the same day as celebration of the Ascension.

**5/23** Pentecost Sunday. Pentecost Vigil, Saturday, 5/22, at either 6:30 or 7:00 PM until 8:00 PM. Deacon Ken will take care of the details.

**5/29** Saturday, 4:30 PM. Mass of Anointing

**5/31** Monday, Memorial Day. 9 AM mass, after which we go to cemetery.

**6/6** Sunday, Corpus Christi. Procession before 10 AM mass. Father will ask the K of C if we could have the Color Corps for procession around the property, ending at the Grotto.

**6/7** Monday, 6:30 PM, Graduation mass for 8<sup>th</sup> graders.

**6/11** Friday, 8:30 AM, mass for school children.

**6/20** Sunday, 12 Noon, Mass for other school graduates 8<sup>th</sup> and 12<sup>th</sup> grades.

**6/28-7/2** Vacation Bible School.

### OLD BUSINESS

**Baptismal Font:** Father could not find the picture of the font he desires on his computer so Ed suggested we just explain to an artist what we want and have someone design it. Father would like the font to have a drain, and not be a “sink”, perhaps removable. Father suggested an immersion as an option. The bowls come in different sizes so we could pick one to fit into whatever base we would have, oval is possible, 32 inches long would probably be adequate. There was discussion about this and where a permanent baptismal font would be placed.

## **NEW BUSINESS**

### **Parish Guidelines for Baptism:**

At first, the guidelines as presented by Pat at the last meeting seemed acceptable with one change that all required documentation would have to be signed and received by the parish before any date could be set for baptism. In case of emergency, that issue would be handled by the Pastor, at his discretion. Ken could now present it to the next meeting of Parish Council. But the more it was looked at, the more the discussion. At least one parent or legal guardian of the person being baptized would need to be a registered parishioner for a minimum of 3 months. Deacon Ken then began to recite from memory some of the requirements already in place regarding baptism: Parents registered in church, if married, where, must be a valid marriage according to the Catholic Church, if invalid – do they need an annulment, they are asked about their Catholic practices, are they open to being active in the church; to be a Catholic sponsor he/she must be at least 16 years of age, one male and one female, both having received all three sacraments of Baptism, Eucharist, and Confirmation, they must attend the sessions prior to baptism as well as the parents or they could go to their own parish to fulfill this requirement and get letter stating the sessions were completed; also, requirements for the sponsors that if someone is not a Catholic they must have a Catholic witness, at least one of the sponsors must be Catholic, etc., etc. Deacon Ken said he and Jane have never turned anyone down from being baptized. There was a great deal of discussion between Fr. Tomek and Deacon Ken about the wording and the requirements. Deacon said they needed to talk about this outside of this meeting and that nothing would be sent to Parish Council at this point. Deacon Ken, Jane, and Pat would go back and work on this again. Policy on Baptism could be part of welcome package given to new parishioners.

## **COMMENTS & CONCERNS**

Carol Gawel said her “pet peeve” is that the ushers constantly bring up the gifts and it happened again at the 10 AM mass on Easter Sunday. Father Tomek said the bringing up of gifts by parishioners adds to the beauty of the mass. Mary asked Father to put something in the Spotlight regarding this. It was noted that at the usual Sunday 10 AM mass the children bring up the gifts. This apparently did not happen on Easter. Father asked if the sacristans could ask someone at the daily masses to bring up the gifts so there is more overall participation.

Regarding the sport coats to be worn by the ushers at mass, Carole and Robb Gafa are checking on the prices and sizes. This will not be implemented before September. Jan said he wondered if he had offended someone when he suggested *that* person wear a shirt and necktie with the sport coat in place of a sport shirt. What kind of shirt should be worn with the sport coat?

Pat remarked that on Easter Sunday we were into the hymn a while before the congregation joined in, but we *did* have a “visiting priest”!

Carol told Father how she thought all those “thank-you” in the parish Spotlight really expressed his joy and happiness in acknowledging everyone, including parishioners, for the part they played in making Holy Week, the Holy Triduum, and Easter so special here at Immaculate Conception!

## **ITEMS FOR FUTURE ADENDA**

Guidelines for Baptism; Summary of the past year; Personnel changes, if any; Think about whether we need committees for anything

Next meeting is Thursday, June 3, 2010.

Meeting closed at 8:40 PM with prayer.

Respectfully submitted, Mary Kot, Secretary



## Exhibit D

### STEWARDSHIP COMMISSION MEETING MINUTES

May 4, 2010

Present: Father Tomek Maka, Theresa Austin, Jean Corbat, Robb Gafa, Keith Gregoire, Anthony Jubinski, Betsy Knapp, Mary Kot, Pat McGrath, Ed Ross, Stan Sommers, Jeff Wooten. Not Present: Chris Ameel, Laura Carlin, Katie Cyr. Guest: Pam Mertes.

Meeting opened at 7:05 PM with prayer.

Chairperson Jean Corbat introduced Pam Mertes of Parish Council, who asked that Stewardship have a representative present at Parish Council meetings and that all commissions please e-mail the minutes to the Secretary of Parish Council at least a few days prior to their meeting so they are better informed and prepared. She stated that Father wants all commissions to have policies in writing, that each member should review the specifics of the commission he/she serves on. She pulled up something about a job description from another parish to use as an example that she left with us. She asked if we have a sub-committee for CSA, which Betsy said we *do* have and that it is up and running. Amy O’Gara printed a bunch of things off the computer which our parish could implement regarding ways to use Time, Talent, and Treasures, and how to get more people involved. She asked Stewardship to try to come up with ideas of how we could work more closely and effectively in partnership with Parish Council. Father said we should get the policies in place *this year*; we should have a June meeting and not lose another month getting things done.

**BUDGET:** Theresa only reported that at the last meeting Mrs. Steele went over the facts, they reviewed the budget, and their next meeting is May 12<sup>th</sup>.

**MARKETING:** No report.

**EVENTS COMMITTEE:** Pat McGrath said they were planning a Mother & Daughter Tea but will probably not have that. However, there will be a Mother & Son Golf Outing at a local venue.

**IT SUPPORT:** Keith employed the Keyless Entry System in the school using grant money. He expounded on the various tasks that have been completed, the ones in progress, and the future. In progress now, the server to the parish office that was purchased was not the right kind so Keith donated a server. They need to complete their review of quotes for a provider for installation of campus phone system but since they have only one quote, Robb will get another. For the future, we need a 3-year plan for the school and campus – hold back on purchases and devise a plan. See attachment below: IT Committee Report Attachment (Chris Ameel, Stan Lisica and Keith Gregoire)

Recently Completed Tasks:

- Keyless entry system at the school, Slim monitors for Mrs. Wnuk and Mrs. Steele, RFP for Campus Phone System, AUP for Internet, Email, PC’s etc, Campus wide content filtering, Remote access for ICIT

Tasks in progress:

- Deployment of server to the Parrish Office (by 5/13/2010), Complete the review of Quotes; choose provider schedule installation of campus phone system, Network Maintenance

Future Task:

- Creation/modification of a 3 year Technology Plan for the school and the campus; Move PDS onto New Server; Remote access for different committee heads; Snow Leopard Installed on Teacher’s computers; Deployment of new Macs to Peterson and Borgeois clean redeploy their old Macs; Wireless AUP; Accelerated Reader for school. Other Software?

**CHURCH SUPPORT:** The problem with the Kroger scrip being user unfriendly was addressed and a suggestion was made that volunteers are needed to help those persons who have no computers or are having trouble getting signed up. Our parish is down on the profits from Scrip to \$10,000 from \$14,000 in years 2008 and 2009 and we are searching for the reasons. This money is needed to help offset tuition costs. Field work is being completed on finding a central location/space for the 7 page list of supplies and equipment that are used by the various committees, the other issue is personnel to oversee inventory. E-giving is about 10%, which is what was expected. Would like to have an insert in envelope packet 6 times a year reminding people to try e-giving. We could send a reminder regarding this with the CSA material. There was discussion about the amounts of weekly collections varying up and down with the same basic number of envelopes being used.

**BUILDINGS & FACILITIES:** Jeff reported that a part-time custodian, Shawn Harnish, has been hired, is working out fine and is someone Bob can mentor and train. He is a parish family member and good reports have been received about him and his work. See attached copy of his report.

**CEMETERY BOARD:** Stan met with the County on Monday afternoon, May 3<sup>rd</sup>, and all things are moving along well regarding the culvert and drain. He saw the preliminary drawings and they are waiting for a permit from the DNR, after which it will go up for bids. They will be replacing 236 feet in front of the cemetery, steel poly coated inside. The cost will be included in the whole project and we will be assessed for our portion but it will be less than if we had done this independently. If they get the permit soon it should be started by September of this year.

**FESTIVAL:** Chris Ameel sent word that a security system will be put in and that all is going great!

**CSA:** Betsy reported that Diane Polcyn would like to get some school families involved with this and that after the “push” is finished this year they want to get it up and running strong for next year. They will have the envelopes stuffed, labeled, and ready to mail by early week of May 10<sup>th</sup>. The DVD from the AOD that was supposed to be played at the last weekend masses and wasn’t because of our Holy Communion, will be played this coming weekend. Father said he will ask for higher amounts from each family. He asked our opinion about how we should pay our parish debt money, either through the CSA or pay the 7% assessment. Discussion followed how we can reach our goal. The question was asked if we have the same number of donors each year, but Father doesn’t have access to that information. Robb said if Father would ask people to give just an extra dollar each week it would make a huge difference. Suggestion we have a “thermometer” for CSA donations for everyone to see. Also, a reminder letter could be sent to those who pledged but did not pay the full amount. Betsy said Kim has the names of the “big donors” and thought we should think of how they can be approached.

**PASTOR’S REPORT & UPDATES:** Father said he got the beautiful binder and pen that he was using at the meeting from the Marketing Committee and they were trying to come up with a way to market it. They also had an idea of a giant “jigsaw puzzle”, that as donations and collections come in or a project gets completed, a piece of the puzzle gets filled in. This puzzle concept could be used for our debt reduction and future fund raising for Phase II.

Father was concerned that our weekly collections are down by \$7741 for this year, 374 envelopes are being used including e-giving. Budget was talked about by Father Tomek who said he received a number of letters from parents of school children regarding the increase in tuition. Father wholeheartedly supports Catholic school education for our young people, our parish gives 26% of the school budget, \$208,000, the most the AOD allows is 40%. It costs \$4617 per child here at IC. Parents pay 75.8% for 1 child, 69% per child if 2 attend, 62.4% per child if 3, 57.6% per child if 4 or more. IC is in the top 10% of Catholic schools in the United States, something to be proud of.

The acquisition of the bank property is going well, we are the only bidder at this point, the bidding was closed as of Friday, April 30<sup>th</sup>. Property was listed at \$190,000, the AOD made the offer for us at \$125,000, which was countered to \$140,000, negotiations are continuing and details being worked out. The Environmental Inspection was done March 15<sup>th</sup> of this year; the Asbestos Inspection is yet to be done. Father said the offer was prepared and made through the AOD attorneys and that that saved our parish thousands of dollars. He explained how the AOD knew acquiring this property was crucial to our parish and how they allowed us to use the cemetery funds to obtain it, and that it is *not* a debt, we must pay it back as we have the money but we have no time requirements. We have the money in the Perpetual Care Fund that we *cannot* use for anything but what it is allocated for, and enough in reserve to cover the cost of the culvert problem. It is our plan to renovate the bank for use by our parish staff for offices for the next few years, tear down the present office to save on heating costs, etc., and turn that area into handicap parking.

**OPEN DISCUSSION:** Anthony, who is employed by the IRS, informed us that we can get a refund of 35% of the money paid by our parish for medical insurance for our employees. He will get the necessary information together.

Jean will put together something regarding the information brought here by Pam for presentation to us at our next meeting.

Pam remarked that her grandson has always gone to private school; his parents came to I.C. to check out what we have to offer and were very impressed with our school.

Father said he sat in on a Budget meeting and can see how hard that committee works to balance both sides to satisfy teachers, tuition, etc., etc. He is very happy to hear critical feedback, it is crucial. It is so commonplace for people to just complain, whine, and ask for things.

Meeting closed at 8:55 PM with prayer.

Respectfully submitted,  
Mary Kot, Secretary