

**St. Maximilian Kolbe Pastoral Council  
Meeting Minutes  
December 6 2017**

**Attendance:**

- Andrew Burke – Presider
- Brett Boutwell
- Tom Collins
- Julie Duffy
- Marlene Palmatary
- Jerry Pater
- MaryAnn Ridenour
- Yvette Schnegg
- Kevin Walsh
- Tim Wurth
- Chris Zevallos

**Absent:**

- Chris Palac

**Notable Others:**

- Fr. Geoff Drew – Pastor
- Fr. Simon Peter Wankya – Parochial Vicar
- Nicholas White- seminarian
- Larry Witsken- Facilities
- Lakme Kodros – parish staff
- John Monroe – Finance Council
- Michael Brunner - PL&S
- Kathleen Garrison - Outreach
- Lisa Kaine – Acting Secretary

**Eagle Scout Project Proposal (Ben Leonhardt):**

- Easter Vigil fire pit in front of new addition, near Rachel statue
- Will have potential for expansion, use for Shrove Tuesday
- Financed by fund raising, etc.
- Planned completion August 2018 (temporary gravel base to be finished later to match Rachel statue).
- Consensus: yes

**Opening Items:**

- Praying for finance council this month
- Formation: "Forming Intentional Disciples" by Sherry A. Weddell

**Lightning Round:**

- Adoration calendar sent around by Marlene.
- Budgeting process document was sent out by Andrew via email- will probably go into by laws.

- Consensus building – process currently in use by commissions and councils with good results. (Don't know if Worship & Sacraments is using this process)
- Tom Collins requested quarterly updates from TWG campaign and facilities.

### **Strategic Discussions**

- 1). Plaza. Work starts Monday – to be completed by end of the week.
- 2.) Debt elimination/ ground breaking
  - Last report from Archdiocese was in September. Through the end of Sept., \$1,125,000 had been collected.
  - In June, out of \$944,000 collected, \$572,000 went to One Faith, One Hope, One Love. Remaining \$372,000 went to debt elimination.
  - Debt currently at \$122,000 – to be paid off in January.
- 3). Driveways/entrances
  - Received information about right of first refusal for land to add secondary driveway. No fees would be associated.
  - Would have to be done by archdiocese.
  - Neighboring properties currently zoned residential – would have to be changed.

### **Campus Master Plan**

- When to break ground? Many moving parts effect decision.
- Need a master plan that coordinates current structures with future planning so that building addition appears seamless. However, if design structure too soon, codes may change which would cost more \$ for architectural changes.
  - The longer we postpone construction inflation will cause costs to increase. Currently, construction costs up 8 – 10 % per year. If we take short term loan, interest rate 2-3 %. Not long term debt because loan would be paid off as pledge payments come in.
  - Probably 8 month lead time from decision to start until ground breaking.
  - Start with master plan and architect's plans around Jan 1. Estimate cost at \$180,000. Consensus- 3 neutral, remainder yes.

### **Committee Updates**

- **CMA Ad Hoc Committee (Jerry Pater)**
  - Committee will look at how monies are collected and distributed consolidating processes
  - Outreach commission has changed to soliciting applications to distribute \$.
  - \$385,000 distributed over last 4 years.
- **Campus Safety Subcommittee (MaryAnn Ridenour and Larry Witsken)**
  - Larry and Stephanie are putting together information for flip books of emergency procedures. Books should be done in Feb.
  - Next step is training.
- **PC Listening Sessions (Julie Dufffy)**
  - One open comment/question from last listening session – Outreach answered.
  - Next session will be Jan. 22-22

- **Leadership Discernment (Brett Boutwell)**
  - Need new PC member (1<sup>st</sup> year) to join team.
  - Need 2 names from each commission by Dec 1 to participate.
- **Common by laws (Yvette Schnegg)**
  - Most differences noted in discernment process.

## **Council/ Commission Updates**

### **• Finance Council**

- Income very close to budget

### **• Worship and Sacraments Commission**

- Archbishop did look at chapel and thinks it is a big improvement.

### **• Outreach Commission**

- Stephen Ministry info read to PC.
- Distributed DACA packets at Mass.
- Still discussing by laws.
- Meeting about local, regional and international tithing.

### **• Parish Life & Stewardship Commission**

- Steak Fry was well attended.
- Working on welcome packet trifold.

### **• Evangelization & Catechesis Commission**

- Shifting emphasis towards Epiphany (Christmas sells itself).
- Working on ministry leader job descriptions.
- Christmas gift will be CD.
- Discussing high level needs.