

## Holy Family Parish Council Meeting Minutes – August 24, 2024

**Attendees:** Fr. George Munjanattu, Jackie Mudd (Chairperson), Helen Arnold, Bennet Davis, Kathy Gardner, Jim Gast, Elizabeth Hobson and Becky Morris.

**Absent:** Michelle Osbourn, Seena Iype

Fr. George opened the meeting at 7:00 p.m. with a prayer.

1. Brick Fundraiser: Three prices set for purchasing engraved bricks - \$75 (4x8), \$125 (8x8), \$175 (for either size, will be placed in front of the new Holy Family statue.) The vendor stated they do not want on-line ordering with their company. Instead the parish will set up forms on the parish web site to place orders and have forms available in church. Annually, parishioners will be canvassed to see if anyone wants to have a brick engraved. There will be a process to place new bricks at later dates. Plans are to begin taking orders the weekends of October 20<sup>th</sup> and 27<sup>th</sup> and November 3<sup>rd</sup> and 10<sup>th</sup>. **ACTION ITEM:** Jackie to create a bulletin article explaining fundraiser, dates and payment process. (Payment process – checks only at Masses; credit cards if order placed through the office.)
2. Saffin Center update:
  - Riede room to get new bathroom signs, acoustic tiles/panels, a barn door to cover the bar, a new refrigerator for the bar area. A parish “party” is scheduled 9/19 to get the protective “booties” placed on all chairs.
  - Bathroom toilets and sinks scheduled next. Saffin Center committee researching types of “automatic” toilets and sinks. Floors will be power-washed first to determine if their look can be sufficiently renewed. It was suggested to place floor pedals on doors to assist “handless” opening.
  - Saffin Center is mostly rented through December. There are a few Saturday and Sunday openings.
  - Financially, the Center netted around \$60K for the 2023-2024 budget cycle.
3. Year-End Financials: David Nett is preparing his report to be presented to the parish in the next couple of weeks. The parish is currently in the black with over \$500K in the bank. We will pay \$48K to the Archdiocesan loan and have invested \$50K in an Archdiocesan investment.
4. Project List. The following items will be added to the parish project list:
  - Place needed ceiling tiles in the chapel
  - Establish safety measures to lock up sacred vessels
  - Repair the organ (Rick Knoop investigating)
  - Repair the church bells (Rick Knoop handling)
  - New security cameras – minimum of basic system to cover the area where the new statue is positioned. **ACTION ITEM:** Bennet Davis to send examples of types of available systems.
  - The non-working A/C for part of church and part of the gym should be replaced or fixed this week

- Repairs to the rectory – A/C pipe blocked and caused water damage
  - Tree trimming scheduled in the next few weeks
  - Suggested we complete a comprehensive inventory of the property and items inside buildings
  - Suggested to schedule Town Hall meetings in January, 2025 for parish input on 5 and 10-year plans for the parish
  - HVAC contract – 2 vendors under consideration
  - Coin machine requested to assist at fundraisers that require significant counting and coin wrapping (picnic, card party, fish fries). **ACTION ITEM:** Becky Morris will research types of equipment and cost.
5. Potential Business Manager: Council members asked to consider the hiring of a part-time business manager to be primary point person working with Fr. George in dealing with vendors and other parish matters. (Future discussion.)
6. Other items for discussion:
- Holy Family received an audit report. Some minimal updates required and items to be checked. Overall everything looks good.
  - Comedy Night tentatively planned for January as a fundraiser.
  - On Thursday December 5<sup>th</sup>, a celebration Mass is scheduled for Pat and Sandy Wright's 60<sup>th</sup> Wedding Anniversary. Archbishop Shelton will preside.
  - Light-Up Holy Family is still scheduled but details and the date have not been confirmed.
  - Elizabeth and Adam Hobson are planning to start a Young Adult Group (ages 18-39) in January at Holy Family. This will include weekly meetings following the 4:30 Mass. Fr. John will assist. Council members requested to help spread the word. Volunteers are requested.
  - A weekly women's Bible Study will begin Saturday, September 21<sup>st</sup> at 8:30 in the church/chapel. An announcement has been placed in the bulletin.
  - Reminder that the 18<sup>th</sup> Annual Community Health Fair is scheduled for Sunday, September 29<sup>th</sup> from 11 – 3 in the gym. This is a community-wide fair. All are invited.
  - Kathy Gardner announced a First Aid/CPR training class is scheduled for Wednesday October 30<sup>th</sup> at Holy Family at 6:00 p.m. Also, Kathy and Debbie White met with Catholic Mutual Insurance Company to review procedures, etc. for the Health Fair to be sure we are compliant. Kathy stated it was a positive meeting for both sides. A few items identified to adjust for the 2025 Health Fair. Catholic Mutual went away with several ideas/items to bring their process/requirements up-to-date concerning faith community nursing (throughout the country).
  - Rick Knoop has requested the upstairs choir loft and (former) choir room be cleaned. The Altar Sodality cleaning group will be asked to handle. **ACTION ITEM:** Jackie Mudd

Meeting adjourned at 8:10 p.m. with a prayer by Fr. George.

(Minutes submitted by Becky Morris.)

**Next meeting is scheduled for September 23, 2024.**