**St. Peter Parish Council**

**Meeting Agenda**

**Monday, June 3, 2019**

**6:00 p.m.**

**Location: Rectory**

**Attendance:** Vice Chair Ed Paulovich, Bruce Bishop-Scribe, John Gormley, Terry Nickel, Paul Zmuda, Chair J.J. Kaelin, Pastor Gregory Golyzniak

Guests: Finance Council Members-Ashley Fritz and Laura Flannigan

**Prayer** Father Gregory offered a prayer to begin our meeting.

**Welcome J.J.**

* J.J. passed around St. Peter note cards for each Council member to sign, which will be sent as another “welcome” outreach to our new parishioners. About 10-15 families are joining the Parish each month.
* Discussed ways in which the parish can track those who transfer to another parish and the reasons.

Considerations-Some parishioners leave without giving notice.

Ideally, we’d like to conduct exit interviews.

Only measurement we have is the tracking of our giving envelopes – either the envelopes are returned or they request the office to cease sending them.

* J.J. requested we wear our nametags to weekend Masses and other parish-wide activities.
* July 21,10:30 a.m., Mass and Parish Picnic at Fox Run Park. Fr. Gregory indicated we will use gas grills, if permitted. Parishioners may supply the grills. If no grill allowed, considering offering cold cuts. The picnic committee believes it is undesirable to move the event to gym due to inclement weather or fire restrictions.
* J.J. is submitting a description of the role our Parish Council serves in the parish and to Father Gregory to Volunteer Ministry Chair, Jeanie Ahrens, who currently is submitting ongoing ministry “highlights” segments in the bulletin.

**Father Gregory’s Updates**

*Volunteer Appreciation* event drew close to 300 people. One of the better attended events in our parish in a long time. Five awards were presented:

Servant of Lord -Jim Bergeron, Marge Barker. Life-Stephanie Kemp. Martha Ministry- Mary Beth Steele. Others?

*Drop down projector screens* in the gym. Should be secured so basketballs don’t interfere. Improvement fund. $200.

*St. Peter App* is receiving much positive feedback and usership.

*New e-Bulletin* sent weekly to parishioners’ email addresses we have captured. Linked to parish website. Sent to over 1000 people. Option to opt out = only six people opted out. Includes St. Peter School website link.

*School Update*. 57 students in pre-school. Rearranging classrooms to make more room for students. Two previous teachers at our school are either moving from the area or planning to teach at another school next year.

*Feasibility studies* on school expansion continue.

* + Considerations: Reviews and discussions by the School Advisory Committee, School Principal Sheila Whalen and Father Gregory include all options surrounding future growth in enrollment and maximizing the usable space in the current facility.
  + Long term goal = identify space to include two classrooms per grade.
* Architect Brian Bucher was asked to offer design and space options to Father Gregory. Once drawings are received, they will be submitted to proceed through the Diocesan building review and process. If approved, we will submit Requests for Proposals for building contractors.

*Specifics for the future school renovation project*

Fr. Gregory = philosophy divided by school advisory council and Principal, Sheila Whalen. Fr. Gregory = need to put a number to the project.

Discussions now include = Moving admin. Offices or build a cafeteria. Build extra classrooms. Bleachers or sitting space in gym. Other thoughts include main goal is two classrooms for each grade. John Gormley = Two new classrooms are desired but need to figure out what is feasible. Fr. Gregory = wants to put a number, continue to raise money, and be comfortable in parish. If we raise $2M, then can borrow $1M. Don’t want to put parish in debt. Hopefully, by 2021 can expand school. Took four months to get to schematics. Appraisals are necessary. We will choose a company to our liking = IDG. Create paperwork based on schematics. We can evaluate designs that are coming in, then go for bids under Diocesan overview. Bids are always free. We give the narration. They then take it and create a package for us. Engineers, town of Monument. They give package = no drawings, only narrative. No 3D drawings. Interviews, chose IDG. $280,000, takes 3-4 months to finish construction documents. With school, split expansion in phases – it might be $3M, more or less. Easier to raise money and present to Diocese in phases. All Gala funds go to seed money.

Twenty students per classroom, then 40 students per grade. Avoid 25 students per classrooms. Graduating 23 eighth graders next year = largest class. 237 = next year number of students. 2 preschool and 2 pre-K classrooms. Fr G emphasized need for pre-school. 8-11:30, option to add lunch keeps to 1 PM, or full day 8-3. Or 7 AM to 6 PM. Kindergarten has been full day for some time.

Diocese expects to have other parishes involved with schools. The Diocese consists of five Parochial schools, 43 parishes. Should get some parishes helping St. Peter School. Also provide education opportunity for clergy.

Fr. Gregory = We received a copy of an East Coast agreement. We’re reviewing and will line up with Canon Law. Parish Council will review. Then send open letter to parish priests inviting them to schools.

**Personnel.** Fr Gregory reorganized the Faith Formation Department job responsibilities. Salesian Sister Phung will lead the youth ministry and Sister Mary Ann will conduct the RCIA program.

Cleaning Service-Looking into other options. Few will work part time. Had one interview. Doug interviewed. Outcome pending.

**Music Ministry**. Becky Gaughan is retiring, as she indicated when she accepted the interim music director position in September 2018. Our new music director, Jolita Frank, will begin July 1. The music ministry is growing

Father Don Brownstein is very happy in his new assisted living location in Denver.

**Building Progress.** Foundations are poured. Foundational work underway under chapel floor. This month = new support in chapel. Will secure the building. In next month will see framing, all on schedule. No change orders = no cost at this point. Received up to 300 new chairs at a very good price.

* St. Peter the Rock Chapel is almost completely furnished through donations, including the Altar, ambo, pews, stained glass windows and more.
* Anticipating occupancy between Dec. 6 and 15, 2019
* Time will be needed to furnish the facilities.
* Father Gregory is hoping to open in February 2020. Exact date TBD. Chapel will need to be consecrated by Bishop Sheridan including the celebration of the Eucharist in the Chapel.
* Plans are being discussed for the opening and dedication ceremony

*Ninth School Gala*-Friday, Feb. 21, 2020, 5 p.m. at Spruce Mountain Ranch

*Upon This Rock campaign progress*/new development. Some deductions, total price of the Chapel and Parish Ministry Center will be less. A little over $1.7M has been pledged. Pledges are slow at this time.

* Raffle to raise monies- New F-150 pickup truck. 5,000-10,000 tickets hoping to be sold at $25 each
  + Phil Long Dealership is wrapping the truck, providing an oil change service package and including coverage on Fox 21 TV and providing PR.
  + Raffle sales-points to include: Church, parish office, July 4th Knights of Columbus pancake breakfast, parish picnic, Colorado Springs locations
  + A special license through the state has been secured to conduct the raffle.
  + The requirement to secure a special raffle account for this purpose has been established.
  + Discussed the possibility of online giving where the purchaser would pick up the ticket at the church office.

**Budget Finance Council Members: Ashley Fritz and**

**Laura Flanigan**

Presented the budget summary page for fiscal year July 1, 2019 - June 30, 2020

See attachment.

Notes include:

Hard to predict cash flow

Some parishioners write a check as their cash allows.

Mentioned that depreciation is not a cash outflow.

**Other Business**

SPIN (St. Peter Interest groups) update-Parishioner, Francine Onofrino, accepted the volunteer SPIN administrator position.

Father Gregory requested John Gormley to serve as the liaison between the School Advisory Council and the Parish Council.

**Youth Engagement** It is anticipated the Youth Council will begin in the fall. Members of the Youth Council have been invited by Fr. Gregory; however, at least one member has graduated from high school and will not be living in the area. It was suggested to hold an informal summer gathering for the Youth Council during the summer at the Rectory.

Fr. Gregory sees a huge benefit connecting the youth with the parish through the input from the Youth Council.

**Next Parish Council meeting** Monday, August 5-Normally the first Monday in August.

This meeting may include a visit through the construction site.

Meeting adjourned at 8 p.m.