

**Holy Redeemer Parish Council Minutes**  
**July 21, 2010**

Holy Redeemer Rectory Dining Room, 7:30 p.m.

Attendees: Father George, Rosemary Allender, Dave Fortuna, Brenda Cooley, Ellen Davis, John Enns, Mark Russo

I. Opening Prayer- Father George

- a. Council members reviewed the Parish website usage statistics provided by Carol Macknis for the period August 2009 through July 2010.
- b. There were a number of questions regarding the definitions attached to the reports, such as the difference between hits and visits, and sites and pages.
- c. It was reported that the statistics represent only the Parish portion of the Holy Redeemer website, not the School portion.

II. President's Comments- Father George

- a. No one responded to the call for Parish Council candidates, so no elections were held in June.
- b. Brenda Cooley indicated her willingness to continue with the Council.

Church and School Budget- Father George

- a. For the fiscal year ending 6/30/2010, there was a budget shortfall between the total income budgeted for the church and school and the actual income, in the amount of \$3,157.
- b. For the same period, the actual total expenses for the church and school were \$100,330 less than the budgeted expenses.
- c. The primary budgeted expenses that were placed on hold during the fiscal year were installation of parking lot lighting and repaving of the parking lot.
- d. Actual income minus actual expenses resulted in a surplus of \$7,546 for the fiscal year.
- e. Father George is currently accepting bids on the parking lot lights. He hopes to have work start in early September and have the job completed before the end of Daylight Savings Time (November 7<sup>th</sup>). He plans to meet with the top bidder during the last week of July.
- f. It will take 4-6 weeks for pole fabrication and delivery and 7-10 days for installation. The lot must be clear on weekdays during the installation period. Father George will be discussing the impact of this with Mrs. Bovich (HRS Principal).
- g. The school has agreed to fund a portion of the lighting project costs.
- h. Directional drilling will be used to minimize digging in the parking lot for the lighting.
- i. An earlier suggestion to approach Koons Ford for use of the old lights in their vacant car lot was determined not feasible and that it would result in minimal cost savings.

- j. There is a fairly broad range of initial estimates for the parking lot paving, based on different assumptions about the thickness of asphalt needed and whether or not all or part of the base needs to be improved. One contractor estimated that a 2" overlay should last 15-20 years.
- k. The parking lot repaving may have to be accomplished in phases.
- l. Work on the paving will not be scheduled before completion of the parking lot lighting, and the start may be delayed due to financial considerations.
- m. Father George advised that Parish Pastors can negotiate and approve contracts up to \$35,000, the Bishop can approve contracts up to \$100,000, and the Consultants contracts in excess of \$100,000.
- n. School income was about \$27,000 below their projected amount, primarily due to an actual enrollment of 227 students, versus a projected enrollment of 234.
- o. For the 2010-2011, the school anticipates a total of enrollment of 280 students, including Pre-K. The school budget is being revised to account for the projected enrollment of 280.
- p. A question was raised as to whether this higher enrollment would lead to a larger number of families being registered with the Parish.
- q. There are 18 children enrolled in the new Pre-K program. Noreen Keane, a longtime parishioner, has been hired as the Pre-K teacher.
- r. The jump in enrollment is due in part to the closing of St. Hugh's and the temporary closure of St. Mark's. There are also some transfers from St. Joseph's.
- s. Class size is not anticipated to exceed 35. The smallest class will be 2<sup>nd</sup> grade, which currently has an enrollment of 28.
- t. In addition to the Pre-K teacher, the school is also considering hiring a teacher's aide for Pre-K, and a Special Needs/Learning Resource coordinator.
- u. School renovations and the move of the Parish Offices to the old Teacher's Room (mezzanine) are nearly complete, and will be completed before school starts on August 31<sup>st</sup>. There will be one extra classroom as a result of the renovations.
- v. Office renovations amounted to approximately \$15,000. The Parish Office staff are very happy with the new space. Council members toured the renovated space at the end of the meeting.
- w. St. Mark's would like to complete their renovations and have the school re-open for grades 6-8 by the fall of 2011.

### III. Meeting Minutes- Mark Russo

- a. Minutes from the May 19, 2010 meeting had been circulated in two drafts and comments incorporated. They were approved by e-mail consensus and forwarded to Carol Macknis for posting on the Parish website. Copies of the minutes were distributed to Council members.

### IV. Committee Reports

#### Social Justice- Brenda Cooley

- a. Brenda and Mollie Huitema attended a meeting on social justice issues at Trinity Washington University since the last Council meeting.
- b. The program featured a number of interesting speakers.
- c. The definition of social justice is expanding.

- d. Brenda and Mollie would like to meet with Father George sometime in August to discuss instituting a social justice mass.
- e. They would like to recognize parishioners during the mass who are active in social justice activities, such as Community Place Café.
- f. Ellen Davis suggested conducting a survey of what social justice activities parishioners have been engaged in.
- g. The Archdiocesan newsletter Dave Fortuna has been forwarding is very helpful.
- h. The Council plans to request that the link to the Archdiocesan social justice program be added to the Parish website.

Liturgy- No representative in attendance

- a. Father George advised that Father Smarsh will continue to serve as the Liturgy Committee Chair.

School Advisory Board

- a. There was no report from the Board

Youth Group

- a. No report.

Christian Formation

- a. No report.

Finance Committee

- a. Covered under President's Report above.

Security Committee Report- Mark Russo

- a. The Committee has not met since the last Council meeting.
- b. Parking lot lighting update provided by Father George in President's Report above.

Parish 100<sup>th</sup> Anniversary Committee- Dave Fortuna

- a. Selection of the vendor for the new Parish Directory/photos is underway.
- b. Intent is to complete picture taking for the Parish Directory by Christmas.

V. Old Business

Parish Constitution Update

- a. There have been no new comments received on the draft Parish Constitution.

Council Membership/Mission

- a. Meeting attendance has been an issue over the past year.
- b. Additional Council members are needed.
- c. As indicated in the President's Report above, no parishioners expressed an interest in serving on the Council after the call for candidates, so no election was held in June.

- d. Brenda Cooley and Dave Fortuna agreed to continue to serve on the Council unless and until replacement members are found.
- e. Father George requested that current Council members make recommendations for individuals to serve on the Council and he will approach the individuals.
- f. Father George is amenable to speaking from the pulpit to identify parishioners that may be interested in serving on the Council.
- g. There was a brief discussion of what incentives could be offered for participation in the Council, such as school hours. Several members thought school hours are already awarded for this.
- h. It was mentioned that the School Advisory Board is also having difficulty recruiting members.
- i. It was reported that the Youth Group uses Facebook extensively to distribute information to youth members of the Parish.
- j. Brenda Cooley felt that, given the nature of our Parish, we should be able to secure an adequate number of volunteers.
- k. The suggestion was made that an insert be placed in the bulletin with current Council member contact info, an explanation of the current Council vacancies, and an appeal for volunteers.
- l. Dave suggested that a “Parish Council Corner” column be placed in the bulletin once a month.
- m. Rosemary and Brenda volunteered to develop a survey form to collect feedback from parishioners on issues they would like to see the Parish Council consider.
- n. It was suggested that Council meeting announcements be placed in the bulletin automatically, and the Council would only contact the Parish Office if they need to cancel or change a meeting date. Father George was amenable to this suggestion.
- o. During a discussion about expectations of the Council, Father George said that he looks to the Council members to provide ideas and information from parishioners. He cited ad hoc committees such as the Security Committee as an example of the Council reaching out to members of the parish to benefit from their collective expertise.

#### VI. New Business

- a. The School Alumni Group is planning a reunion the Saturday before Columbus Day. The last one was held in 2005 and was very successful.
- b. Sean Ballantine and Patrick Duck are organizing a meeting to discuss the use of Pay Pal to support the alumni reunion event.
- c. Rosemary Allender was elected Parish Council Chair through June 30, 2011.
- d. Mark Russo agreed to continue as Secretary.

#### VII. Next Meeting

- a. The next meeting of the Parish Council will be held on Wednesday, September 15, 2010 at 7:30 pm, location to be announced via e-mail.
- b. Brenda Cooley advised that she will be in Canada on September 15<sup>th</sup>.

- c. For 2010/2011, Council meetings will continue to be held on the third Wednesday of every other month, beginning with September (i.e., SEP, NOV, JAN, MAR, MAY, JUL).
- d. Dave Fortuna will send a list of meeting dates to the Parish Office, and determine the bulletin deadlines for each meeting, to ensure that meeting notices are included.

The meeting adjourned at 9:00 p.m.

Respectfully submitted,

Mark Russo

Secretary

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