

ST. ANDREW PARISH COUNCIL

December 3, 2014

PRESENT: Msgr. Greg Higley, Pastor; Deanna Haslag, Staff; Jim Brune, Duane Evers, Margie Hagenhoff, David Hall, Tim Hronick, Alice Hutschreider, Richard McMichael, Debbie Mehmert, Vickie Pabst, Ginny Pattyson, JoAnn Scheidt, Connie Schepers, Don Slinkard, Brenda Tighe, Eric Volmer

ABSENT: Craig Schneiders

CALL TO ORDER: Parish Council President, David Hall

OPENING PRAYER AND BLESSING: Msgr. Greg Higley

APPROVAL OF MINUTES: Call made by President David Hall for approval of October 1, 2014, Parish Council Minutes. Motion made by Jim Brune, seconded by Ginny Pattyson. Minutes unanimously approved.

ADMINISTRATION COMMISSION – Reported by Connie Schepers.

Finances: Msgr. Higley explained the budget sheet. He stated that we did well in the first quarter. There has been a 28% increase in giving since the increased offering campaign began.

CYO Checking Account: The old CYO checking account has been closed and there is a total of \$211.00 left. Msgr. suggested the money be spent for equipment needed for the youth choir. Members present agreed it was a good idea. It will be presented to the Parish Council.

Air Conditioning and Parking Lot Repair: Some of the air conditioning units need to be replaced this year. The back parking area and the ramp to the back parking lots need to be looked at in the Spring to see which parts need to be repaired. The Knights of Columbus have dedicated the fish fry proceeds to the air conditioning or parking lot repair. Msgr. said the air conditioning must be repaired before the weddings begin in the spring. Brad Copeland with the Diocesan Building and Grounds office had a man check the square footage to determine the size of the air conditioners needed. They will get the figures together and get back with us.

Lighting: Brad Copeland also proposed replacing lighting fixtures. He said that LED lighting is much cheaper to use.

TEC: The TEC leadership is using the two rooms in the old rectory that are not being used otherwise.

Bulletin Advertisement: Jim Brune pointed out that sometimes there are spots on the advertisers' page of the parish bulletin that are so light you can't read the advertising information. Msgr. agreed we need to make sure our advertisers are easily seen. He will speak to Deanna about contacting the company that prints the form.

The Parish Council will meet December 3rd at 6:30 p.m.

Meeting adjourned with prayer.

Parish Council Discussion/Action Re: Administration: **Finances** - Msgr. Higley reported the parish is doing very well financially and have seen a 28% increase in giving as a result of last Spring's Increased Offering Campaign. A comparison report, four months after the Cavan Corp. Increased Offering Campaign, was created and distributed for Msgr. Higley's reporting to Council members. Deanna Haslag will put the Increased Offering Campaign Comparison Report in the parish bulletin. In addition, Msgr. Higley will thank parishioners for their giving toward this campaign, informing them of the benefits.

Air Conditioning and Parking Lot Repair - Msgr. noted that the air conditioning issues must be resolved before June because of weddings. The Knights of Columbus have indicated they are willing to help with the funding of a ramp, new air conditions and necessary parking lot repairs.

CYO Checking Account - Msgr. Higley spoke of the youth choirs' time, commitment and practice as a noticeable contribution to the parish. A motion was made for CYO money remaining from closed account in the amount of \$211.00 to be used by the Youth Choir. Motion was made by Brenda Tighe; seconded by Jim Brune. Motion unanimously passed.

Lighting – Msgr. Higley stated he and Brad Copeland continue working together to bid out lighting to improve the brightness and efficiency savings.

Bulletin Advertisements - Deanna Haslag explained the issues with the parish bulletin advertisement. The bulletin masts are printed by Brown Printing. The parish advertisers provide a .jpg of their advertisement image. The advertisements, that appear to be faded, are that way because that is what was provided by the advertisers. Deanna explained she has contacted Brown Printing to see if there is something that can be done to sharpen the images. Avoiding certain colors, such as gold, might resolve the issue.

Budget Update - In addition to the Increased Offering Campaign Comparison Report, copies of the Current Budget – Q1 2014 7/1/2014 through 9/30/2014(Using July 2014 – June 2015) was distributed to Council members for review and discussion. Msgr. reported expenses have stayed within budget, citing educational expenses for parish school subsidy, Helias tuition, and PSR/Confirmation. The Knights of Columbus continues to help with expenses. They will help pay for air conditioning and ramp. Msgr. Higley reported the 2014 Fall Festival proceeds netted \$22,259.20 and expressed his appreciation for the commitment and work by the Committee and parish volunteers toward making this event successful.

JoAnn Scheidt recommended that the council consider pay increases for staff. Msgr. stated the Administration Commission will discuss this at the next Administration meeting.

SOCIAL CONCERNS – Reported by JoAnn Scheidt

A total of twenty-two (22) Thanksgiving Food Baskets were prepared and delivered to twenty-one (21) families from each of the 3 area public schools (New Bloomfield, Callaway Hills, and North) and one (1) parishioner.

A total of thirteen (13) families were recipients of the parish-wide Christmas Angel Tree project. Gifts were delivered December 17 to twelve (12) families from each of the 3 area public schools (New Bloomfield, Callaway Hills, and North) and one (1) parishioner.

Parish Council Discussion/Action RE: SOCIAL CONCERNS

Msgr. stated that the Union Hill Food pantry is now a certified, federally-funded Food Bank. Extra food collected by PSR students and parishioners are donated to the Union Hill Baptist Church Food Pantry.

WORSHIP/EDUCATION – No Report

Parish Council Discussion/Action RE: Worship/Education

Margie Hagenhoff commented there is still interest and effort being made to contact Max Autenrieb Church Interior Decorating regarding ideas for a mural in the Gathering Space.

FALL FESTIVAL UPDATE – Reported by Alice Hutschreider

A 2014 Fall Festival Budget Report was provided for Council members reporting a profit of \$22,259.20. A detailed report will be inserted in the parish bulletin. The planning process for next year's Fall Festival will begin next March. Donations through the new envelope process were better than ever. Good feedback on the turkey was received during the day of the Festival. The following ideas, as a result of evaluation meetings by the Administration team, were shared with the Council as possible changes to improve 2015 Fall Festival: adding another person to Administration Team as another person phases out; stapling of donation envelopes

to parish bulletins when the Committee begins collecting; create fundraiser for purchasing new steam tables; selling t-shirts; work recruiting weekend to involve new members; shortage of help in areas such as dining room, kitchen, kids' area; outdoor benches; extra tents for outdoor booths/activities; additional storage; eliminating what is no longer used; as well as looking at developing ways to improve specific committee areas showing a loss by making them more cost effective.

Parish Council Action/Discussion Re: 2014 Fall Festival

In response to Donation Envelopes report, Msgr. Higley thought the 2014 collection worked well the way it was done and change for 2015 would not be necessary. Msgr. thanked Alice and Dave for a job well done. He also stated that for the first time in 8 years, the parish is in a position to deposit the Fall Festival profits into savings. A motion was made by Connie Schepers to deposit the 2014 Fall Festival proceeds into the parish savings account; seconded by Alice Hutschreider. Motion unanimously passed.

NEW BUSINESS

Parish Council Elections – Msgr. Higley addressed that four current Parish Council Members' terms have ended: Alice Hutschreider, Ginny Pattyson, JoAnn Scheidt, and Don Slinkard. Msgr. will meet with each of them to identify and approach individuals to consider running as a candidate in the upcoming Parish Council election to fill these vacancies. Eight candidates are needed for an election.

Bell Tower – Margie Hagenhoff brought attention to the Council the discoloration of the bell hanging from the tower at the entrance of the church. Msgr. Higley briefly added to the discussion of his observance of better lighting to the parking lot without taking away the aesthetics of the church. No action taken.

OLD BUSINESS

Msgr. Higley has talked with Drew Grimm regarding the installation of the handrails. Fastening the handrails to the steps is the only issue before installation is complete.

UPCOMING COMMISSION MEETINGS:

Social Concerns Commission, Monday, January 26, 7:00 p.m.
Administration Commission, Tuesday, January 27, 6:30 p.m.
Worship/Education Commission, Wednesday, January 28, 7:00 p.m.

NEXT PARISH COUNCIL MEETING:

Wednesday, February 4, 6:30 p.m.

CLOSING PRAYER:

Council meeting closed with prayer led by Msgr. Higley.

Respectfully submitted by: Vickie Pabst, Parish Council Secretary

ADMINISTRATION COMMITTEE MEETING

January 27, 2015

Present: Msgr. Greg Higley, Larry Hartman, Connie Schepers, Steve McMichael, Jim Brune, Tom Gredell and two guests, Matt Hagenhoff and Steve Hartman.

The discussion consisted of a report of information gathered at a previous meeting with Brad Copeland and Kevin Lehman a representative of the company that maintains the heating and cooling.

Msgr. reported that three air conditioning units on the gym roof work and three don't. On the gym ceiling three air conditioning units work and three don't. The four heating units work. Some of the units were bought from St. Mary's years ago.

We now have three options that we are looking at. They are:

- 1) To have air conditioning/heating with a heat pump.

- 4 ac units on the gym roof
- 4 ac/heating units on the gym ceiling.

- 2) Air conditioning/heating.

- 4 ac units on the gym roof
- 4 ac/heating units on the gym ceiling.

- 3) Air conditioning.

- 4 ac units on the gym roof.
- 4 ac units on the gym ceiling.
- 4 heating units on the gym ceiling.

The diocesan building and grounds director, Brad Copeland, recommends a heat pump.

There was discussion as to which would be the best fit for our situation. Kevin presented three bids: For a Deisen heat pump - \$36,000; For a non Deisen heat pump - \$29,000; For non-heat pump units, \$16,000.

Larry suggested we get more bids before we make a decision. First we need to have the specifications of what we need. Msgr. will meet with Brad Copeland to get the specs. Bids will not go out until we have this information.

The ideal time frame to have this completed would be May 1, before summer weddings.

The general consensus was to replace everything rather than repair the old units. This information will be brought before the parish council.

The meeting adjourned.