

St. Joseph's Pastoral Council Meeting

Meeting Minutes

June 16, 2017

Opening

The meeting was called to order by Fr. Jorge and opened in prayer.

In Attendance

Fr. Jorge, Juan Alvarado, America Hernandez, Rosanne Lampariello, Veronica Saray, Priscilla Guerrero, Sonja Bush. Arriving after the start of the meeting, Kathy Cage and Fernando Villalpando.

Absent: Dave Dore.

Opening Prayer

The group was led in prayer by Father Jorge.

Agenda

Ministries Brochure – led by Sonja Bush

Sonja will make the changes/edits suggested by the group and Rosanne will convert from letter to legal paper for a 4-fold brochure with tear-off form. After completion, Priscilla will translate for a Spanish version and both final copies will be provided to Sonja for coordination of printing. Group agreed there should also be an online option and Sonja will check with Tom Altenbach for an option on the website (web address included on the brochure). While reviewing the form, Rosanne volunteered to be the second Administrator on the church Facebook Page (Sonja to add Roseanne as admin).

Parish Hall Update – led by Kathy Cage

Kathy provided an update of the current project including and provided a current written status report (Attachment A):

1. Based on increased building costs, changes to the building design have been made and these were presented. Major changes include: changing from metal to wood building, reducing the building size, building/ceiling height (no true 2nd floor – only storage accessed by heavy load drop down ladder and fire rated), commercial kitchen put on hold (key components included so it can be added in the future, building/ceiling height, floor drain, commercial hood). In summary, the focus of the new design is on the structure of the building and not the contents (ie tables, chairs, kitchen appliances not included).
2. Reviewed preliminary numbers – after approximately \$22k to redesign and fees, there will be approximately \$1.4M left to build. This means the bids will need to come in under approximately \$300 per sq. ft.
3. Diocese has provided conditional approval for the project based on three conditions:
 - a. Finance and Parish Council approval.
 - b. Contingency plan if costs exceed budget (which is expected).
 - c. Building needs to be able to have future expansion options.
4. The project is out for bids with bids due July 12 at 2 PM. All are welcome to attend bid opening. The requested project start date is July 25.
5. There will be a joint meeting of the Parish and Finance Councils on July 13 at 6 PM to review the bids and vote on various items. This meeting will take at least 3 hours and as many members as possible need to attend. We will be deciding on the bid and determining cost cutting areas if needed. Kathy reviewed the possible areas for cost reduction in order for

members to be prepared and have something to consider prior to the meeting (including: reducing number of windows, reducing/eliminating exterior stone work, modifying moveable wall design, hydronic floor heating and overall building size).

6. Kathy will be on vacation July 15-28 so someone will need to take care of managing the project during that time.
7. Reviewed the Finance Council Minutes (Attachment B).
8. Discussed snow storage, parking and ingress/egress.

A motion was made by Sonja to move forward with the revised smaller building plans that are currently out for bids. Juan second the motion. The vote was unanimous.

Parish Council Members

Fr. Jorge announced the following Parish Council membership changes:

- Emilio is no longer on the Parish Council as he has relocated to Death Valley.
- New members include: Priscilla Guerrero and Veronica Saray.

No New Business

Next Meeting

July 13 at 6 PM.

Adjournment

Fr. Jorge closed in prayer and meeting was adjourned.

Minutes submitted by Sonja Bush, Secretary