**Parish Council Meeting Minutes**

**Monday, February 5th 2018**

6:00 p.m. Old church then moving to Large Conference Room

Combined Parish Council and Finance Council **meeting in the former church facility**

**Parish Council members present:** Fr. Gregory Golyzniak, President J.J. Kaelin, Vice President Ed Paulovich, Bruce Bishop, Trish Eells, Rob Hickman, Terry Nickel, Paul Zmuda

Guest: Bob Leise, former chair of the Incident Management Team

**The Old Church details**

* Will accommodate 100 people
* 4,000 square feet
* $575K according to appraisal
* Original flooring
* Bathroom with need to be removed in the Chapel area
* Second half is not up to code
* Build a partition between the front Chapel and the back half for separation
* Build out back half into a meeting hall or lecture hall and or meeting room space, restroom needs to be added
* The meeting space will have entrance access on the south side of the building (porch area)

**Consideration to be explored**

* New second floor and move all offices to the second floor

**Architectural School modifications to consider**

* Turn lecture hall space into school administration offices
* Add classrooms to the second floor area currently used as an open space area above the gathering space on the first floor
* Increase the size of the gym on the east wall

**Parish Council photo was taken by Elisa Andzik. Many thanks!**

**Agenda**

**Opening Prayer**  Father Gregory

**Safety and Security Presentation** Bob Leise

* Incident Management
	+ How to achieve safety within the school and church
* School
	+ A lot improved with the physical attributes with the school
	+ Example:
		- Playground
		- New school intercom
		- Video surveillance
		- AED
	+ What needs to be done
		- Mantrap at front door
		- New system of door locks
		- Landscaping issues
		- Additional cameras
		- Secure knives and dangerous kitchen objects
		- Review drop off and pick up of children
		- Train staff
		- Safety officer
* Church improvements since 2014
	+ Signage on the doors
	+ Safer walkways, railings
	+ Panic button in office
	+ Some video surveillance
	+ What needs to be accomplished
		- Establish teams
		- Plan for daily mass
		- Cameras
		- Educate and train staff
	+ **Do we want a security monitor?**
* New recommendations
	+ New IMT leader needed
	+ Complete procedures
	+ Seek volunteers to staff team
	+ Establish medical and security teams
	+ Hire outside personnel
	+ Allocate funds to support improved and effective security measures
* Possible Budget
	+ $110K

**Adoption of the Jan 8, 2018 meeting minutes J.J.**

*Motion was made by Rob Hickman to adopt the meeting minutes from 1.8.18*

*Bruce Bishop seconded the motion.*

*Parish Council unanimously approved adoption of the minutes.*

**Expansion Update, progress and plan Father Gregory**

* Moving Up instead of out
* Parish survey?
* Question: How many parishioners will be committed to supporting a campaign to raise the necessary funds to renovate our facilities? Father Gregory will provide a Homily including this topic two weekends from the meeting.

A sub-committee was formed to gauge parish engagement and support of a Capital Campaign to support the renovation and additions to the church (gathering area, offices, library areas) and the school and gym.

\*Note: No renovations will take in the church and sanctuary.

Father Gregory, J.J., Ed, Paul, Rob and Terry will meet to discuss prospective measures moving forward to inform the parish, ministries and school parents and faculty, to measure their support for a capital campaign and to develop ways to present benefits and potential outcomes to support the parish growth. The meeting was scheduled for February 8, 9 am, at the Rectory.

**SPIN Groups- Non-ministry St. Peter Interest Groups Progress and Plan**

 **Rob Hickman**

* Kick of weekend- Feb 24th and 25th
* Online choosing of groups to join, announcements in bulletin, and church and on the St. Peter Website
* Primary purpose is to connect parishioners and create fellowship opportunities

**Meeting was adjourned at approximately 8 pm.**

**Next meeting, Monday, March 5, 6:00 pm, at the Rectory**