

These meeting minutes were approved at the July 24th meeting.

**SAINT CECILIA PARISH COUNCIL
MEETING
Tuesday June 26, 2007**

MEMBERS PRESENT: Mark Bortle, Chuck Gilarski, Janine Greenwood, Bill Haas, Pat Halbur, Terry Herrman, Mark Imerman, Father Nienhaus, Karen Popelka, Sly Upah, LuAnn Vulgamott, and Jon Weber

MEMBERS ABSENT: Finance Committee Chair Randy Dalhoff.

OTHERS PRESENT: Business Manager Jerry Greving, Director of Music & Liturgy Bob Hauser, and a number of members of the Finance Committee and the Building Committee and its subcommittees: John Nelson, Joel Thilges, Jeff Witt, Rick Hoenig, Jeff Carstens, Joe Kuennen, Ed Fawkes, Al Joensen, Joan Jones.

1. **CALL TO ORDER:** Chairman **Chuck Gilarski** opened the meeting at 7:04 pm. He introduced and welcomed newly elected members **Mark Bortle, Janine Greenwood, Pat Halbur, and Mark Imerman.**
2. **PRAYER:** **Chuck Gilarski** led the group in prayer for a special intention – Larry and Kristina Gross family.
3. **FEASIBILITY REPORT:** **Dan Riley** of the **Cosgriff Company** distributed copies of the report on the recently conducted feasibility study and led those in attendance (23 at the time) through the contents of the report. He answered questions as well. He noted that he had conducted 61 personal interviews (96 persons) and that 264 surveys were received (17%) from a total of 1470 households surveyed. Parish Council actions following receipt of the Cosgriff Report are described below in Part 6D of these minutes.
4. **MINUTES OF THE PREVIOUS MEETING:** **Janine Greenwood** asked that the spelling of her first name be corrected on page 3 of the draft minutes. **Mark Bortle** moved that the minutes be approved as amended. **Mark Imerman** seconded. **Motion Carried.**
5. **OLD BUSINESS:**

Gala Update: 2007 Gala co-chair **Joel Thilges** provided a financial summary report on the 2006 and 2007 Gala activities. Highlights were as follows: Net profit was only three thousand dollars less than last year. Approximately \$42,000 was contributed by out-of-parish participants. In the past two years the Gala has contributed approximately \$45,000 to operating budgets of the School and Religious Education programs. The total educational endowment is now \$370,000. Parish members may obtain a copy of the report in the parish office. Joel reported that Jennifer and Chris Masini are the incoming Gala Chairs. Chairman Gilarski thanked Joel and the Gala Committee on behalf of the Parish Council.

6. **NEW BUSINESS:**

A. **Election of Officers:**

Chair: Bill Haas nominated Chuck Gilarski. Pat Halbur seconded.

Chuck Gilarski nominated Jon Weber; Mark Bortle seconded.

By secret ballot, **the council elected Chuck Gilarski as Chair.**

Vice-Chair: Terry Herrman nominated Jon Weber; Sly Upah seconded.

Nominations were closed and **Jon Weber was elected Vice-Chair** by acclamation.

Secretary: Sly Upah nominated Bill Haas. Terry Herrman seconded.

Nominations were closed and **Bill Haas was elected Secretary.**

B. **Parish Council Committee Assignments:** Chairman **Gilarski** explained that each member represents the parish council by working with one of its committees. He invited the members to consider (before the next meeting) which committees they would prefer to work with in the coming year **Mark Imerman** indicated he would like to serve with the Finance and Administration Committee.

C. **Cornfest: The date is 18-19 August.** **Chairman Gilarski** explained that Cornfest is put on by the Parish Council and that members sign up to take responsibility for key parts of the work that has to be done. He provided written reports on the various assignments as completed by the 2006 Cornfest leaders. Current members signed up for the various responsibilities as indicated below.

These meeting minutes were approved at the July 24th meeting.

2007 Cornfest Committee	Responsible Person(s)
Corn Cooking	Chuck Gilarski
Food Set-up	Jon Weber & Pat Halbur
Kitchen	Karen Popelka & Janine Greenwood
Games	
Tent & Booth Set-up	Mark Imerman
Beverage	Mark Bortle
Clean-up	Sly Upah
Corn Procurement & Preparation for Cooking	Bill Haas
Saturday Night	Jon Weber & Chuck Gilarski

Father Nienhaus said he would find someone to take responsibility for Games. Other items needing attention include the following: 1) Music group for Saturday evening; 2) Noise permit for both days; 3) beer permit; 4) authorization to use the School kitchen.

Jerry Greving reminded all that the Cornfest budget is \$2500, down from \$3000 last year.

- D. Initial Actions Following the Phase II Feasibility Study:** The council considered (a) dissemination of the Cosgriff Report and the findings and recommendations therein and (b) what direction to give the Building Committee in light of those findings and recommendations.

Father Nienhaus summarized the situation as follows:

1. Cosgriff expressed confidence that the parish could raise \$5.25 million (plus or minus 10%) over a 5-year period;
2. The parish has approximately \$2 million (endowment funds) that could be committed to Phase II;
3. The parish could borrow \$3 million from Archdiocese.

Building Committee Chair **Jeff Witt** refreshed the council regarding the most recent estimates of cost for Phase II, \$9.7 million with 200 seat chapel and \$8.2 million without the chapel (2007 dollars). Please see <http://www.stceciliaparish.org/Building%20Committee/3-16-07%20narrative.pdf> for the detailed estimates. He also noted that at that time it was assumed that construction costs would increase by 8% per year.

Acceptance of Cosgriff Report and Direction to the Building Committee: After much discussion by the council, **Mark Imerman moved** that that the Parish Council accept the Cosgriff Report and the recommendations therein and ask the Building Committee to complete design development for Phase II, without the 200 seat chapel, to include consideration of options for further cost reduction, and to proceed with schematic design that would use the present A/Y Room to address School expansion needs and convert the former friary garage, living room and kitchen areas to support A/Y Room functions – total cost not to exceed \$50 thousand. Seconded by **Terry Herrman. Motion Carried Unanimously.**

Communication of Feasibility Study Results: After discussion, the council agreed on the following actions: (1) Staff will prepare a brief bulletin announcement regarding completion of the Feasibility Study, receipt of the Cosgriff Report, our intention to consider it further, and its availability for review in the parish office and; (2) we will obtain an electronic copy of the report from Cosgriff and will decide at next month's Parish Council meeting how the information will be disseminated.

- E. Voting Privileges of Ex Officio Members:** Action on this item was postponed to the July meeting.
- F. Evangelization Committee:** Bill Haas researched this topic and provided two information packets in the Parish Council packets. [Please see addendum #1](#), Evangelization Committee, and [addendum #2](#), Evangelization Resources. In consideration of the full agenda for tonight’s meeting, action on this item was postponed to the July meeting.

These meeting minutes were approved at the July 24th meeting.

7. STAFF REPORTS:

This portion of the meeting was abbreviated to permit adjournment at a reasonable time despite this evening's very full agenda. The chair had encouraged submission of written reports in lieu of oral reports unless some matter required a vote.

Business Manager's Report: Jerry Greving provided a written report in the Parish Council packet. [Please see addendum #3.](#)

Board of Education: Larry Gross provided a written report concerning the Board meeting of June 5. [Please see addendum #4](#)

Spiritual Growth & Liturgy: Bob Hauser & Bill Haas provided draft meeting minutes from the May 24 committee meeting. [Please see addendum #5.](#)

Parish Community Life: No report.

Youth Ministry Report: Karen Popelka and Jon Weber reported that the Youth Ministry support group is really excited about the hiring of Anna Steele as Youth Minister.

8. COMMITTEE REPORTS:

This portion of the meeting was likewise abbreviated to permit adjournment at a reasonable time despite the evening's very full agenda. The chair had encouraged submission of written reports in lieu of oral reports unless some matter required a vote.

- **Good Shepherd:** No report.
- **Deanery:** No report.
- **Facilities:** No report.
- **Long Range Building Committee:** No report.
- **Social Concerns:** Chuck Gilarski provided a copy of the draft minutes of the committee's June 18 meeting. [Please see addendum #6.](#)
- **Sanctity of Life:** Mark Bortle provided a copy of the minutes of the committee's June 3 meeting. [Please see addendum #7.](#)
- **Family Life:** No report.
- **Finance and Administration:** Randy Dalhoff provided a copy of the committee's June 12 meeting minutes. [Please see addendum #8.](#)
- **Stewardship:** Bill Haas provided a written report. [Please see addendum #9.](#)
- **Vocations:** Bill Haas provided a brief written report. [Please see addendum #10.](#)
- **Elections:** No report.

9. OBSERVATIONS / EVALUATIONS / FEEDBACK

10. PASTORAL COMMENTS:

Father Nienhaus said he is encouraged by the Feasibility Study finding that we could raise \$5 million, especially since the parish is just completing a \$3 million fundraising campaign.

11. ADJOURNMENT & CLOSING PRAYER: The meeting was adjourned with prayer at 10 pm.

The next regular meeting will be Tuesday, July 24 – time and place to be announced by Chairman Gilarski.

Respectfully submitted, Bill Haas, Secretary