

**QUEEN OF ALL SAINTS
Parish Council Meeting
January 21, 2015**

1. Opening Prayer and Mission Statement – Scott Gurley

2. Attendance:

Scott Gurley, Chairperson

Steve McMullen

Dino Busalachi, Vice Chairperson

Gloria Piatchek

Tim Tierney

Kay Morton

Jeanne Herzberg

Monsignor Simon

Patty Stevens

Jeff Dreste was absent.

Sheila McDonald was present as Secretary to record minutes.

3. Minutes reviewed and adopted with no revision.

4. Housekeeping

- a. New members assuming a 3-year assignment were introduced. Those new members are Gloria Piatchek, Steve McMullen, and Kay Morton.
- b. Meeting times/dates for the 2015 calendar were discussed and set are as follows:
7:00 PM - 2/25 & 3/18 (due to Lenten Wednesday evening mass schedule)
7:30 PM - 4/15, 5/27, 6/7, 8/19, 9/16, 10/21, 11/18
Meetings are held in the basement of the rectory.
- c. Miscellaneous – prayer and refreshment assignments were made, new photos for the board in the church vestibule were taken, and a contact list was circulated to add contact information for the new members.

5. Discernment of Roles – Members were asked to choose a position that they would occupy for the coming year. After consultation with Monsignor Simon, Scott Gurley announced the members would assume responsibility for the following roles/commissions:

Chairperson: Scott Gurley, Chairperson

Dino Busalachi: Vice Chairperson

Secretary: Gloria Piatchek

Christian Formation Commission: Jeff Dreste

Christian Service Commission: Jeanne Herzberg

Finance Council: Tim Tierney

Liturgy Commission: Patty Stevens

Social Life Commission: Mike McMullen

Stewardship Commission: Kay Morton

Scott Gurley provided each member a detailed listing of the duties and responsibilities associated with their respective role and discussed specific requirements needed as a member of parish council. Discussion surrounding preparation of Commission Chairperson reports provided a context for Parish Council Minutes publication. Scott Gurley reminded commission chairs that the new website was to become the central repository for all things QAS so their mission was to ensure the organization heads associated with their respective commissions needed to keep the Webmaster (Scott Gurley) apprised of changes to the commission's webpage, membership, goals, etc.

6. Commission Chairperson's Reports

- a. **Finance Council** – To date we have not had to access the Archdiocesan line of credit. All bills from the mold remediation have been paid, but our reserves have been exhausted. However, there are multiple expenses that will be necessary in the near term. Specifically, HVAC improvements, school windows, and a new boiler for the gym are expected to cost approximately \$600,000 (these are preliminary numbers). The new boiler should be installed and running by the end of January. In addition, the Church AC units will need to be replaced before this summer and will be very expensive. Next year's budget for the school projects an increase in enrollment of 312-313. That addition would add approximately, \$39,000 in revenue. Assuming a 1.75% increase in tuition, a minor change in school personnel, and the added enrollment, the school budget would reflect a modest surplus. Book and program fees will remain flat. PSR tuition will increase 2%. All proceeds from the Activities Association Trivia night will go directly to the parish to help with the capital improvements noted above. The Archdiocese will initiate in 3 phases a major capital campaign. It is undetermined what phase of the campaign we will be in. Our Parish goal will be approximately \$1.56 million dollars over a period of 5 years. There will be no "tax" on the funds raised and the Archdiocese will absorb the cost associated with the fundraising. The Parish will receive back in unrestricted funds, 40% of the funds raised to the goal, and all of the funds raised above goal. The company involved has indicated they can assist in increasing our fundraising if we retain them to assist. It is their belief that they could help the Parish exceed goal by 60-80%. Anticipated cost associated with retaining them would be \$70,000. If we were in the first block of parishes for the campaign, it would be completed by the end of November. It is the preference of the Finance Council to be in the first block of the campaign. The Mickel Foundation dissolved last month and distributed their funds (\$133,000) to the Parish for future tuition reduction. The tuition fund currently stands at approximately \$300,000. Finally, the mold/capital campaign stands at approximately, \$240,000 in dollars raised.
- b. **Christian Formation** – New member Bridget Brennell was welcomed to the School Board membership. Bridget is a middle school teacher in the Fox school district with children at QAS. A presentation by Don Beile and Gloria Piatchek of Right Mind Apparel and Left Hand Productions was made which will be a fundraising opportunity (percentage of sales) for the school. These would be logo-branded uniform shirts. Pricing on the items is

comparable to those of the current uniform shirts worn by students with the added benefit of carrying inventory for the immediate need of students. A complete proposal will be prepared for the February school board meeting. Dr. Johns provided board members her report consisting of dates for interim testing and information concerning online registration forms (will be available after the Open House on Sunday January 25, 2015). Dr. Johns asked board members to consider how best the group could “leverage” the faith based teaching as a value to attending a Catholic school. Monsignor Simon reported that the new boiler for the school had been shipped and would be up and running by January 31, 2015 alleviating the need for interim heat sources. Monsignor reported that \$250,000 had been raised since October to pay for the mold reimbursement. Finance council noted that the increase in tuition was the lowest in over a decade due to increased enrollment. The Open House scheduled for January 25, 2015 will be promoted after all masses that Sunday. There was a significant discussion on scholarships which will be further developed and discussed with the Finance Council. February 14, 2015 will be Visit Day with an hour and a half window (9:30-11:00) for prospective students to visit the school. A “Wishing Tree” concept for the school was discussed directed at items needed by the school that could be provided by members of the parish. Dr. Johns will be working on a Buzz Book for the school.

- c. **Christian Service** – The St. Vincent de Paul (SVDP) organization was kept quite busy during the month of December. Beginning with the “Blankets for Faith”, the ladies of the parish completed 250 fleece blankets to be distributed to families participating in the Christmas program. Father Fallon blessed the blankets as they were laid on the altar steps. Thanks to Carrie Brockhaus for organizing this very successful project. The QAS PSR and school children decorated 300 Christmas cards with greetings to accompany the Christmas gifts. Three Vincentians spoke to the classes about poverty and charity to those in need. This year’s Christmas program served a total of 531 people. This was a 20% increase from last year. Seventy-five families were adopted by parishioners. Fifty of these families were from the Let’s Start Program and 25 are current SVDP clients. The Giving Tree also broke previous records. Nine hundred fifty gift tags were picked. The Christmas program also served children from the Hancock and Mehlville School Districts along with 75 men and women from the DePaul USA program. Every gift that was distributed was gift wrapped by several volunteers on Dec. 12, 13 and 14. The Vincentians also provided a delicious holiday dinner for 75 women from the Let’s Start program on Dec. 9 at the St. Anthony’s Parish Hall. Each of the ladies received a gift bag at the conclusion of the evening. Please make it a point to read the bulletin insert in January. It was written by Ken Boyer and it will give a more detailed account of this successful event.
- d. **Liturgy Commission** – No report.
- e. **Social Life Commission** – No report.
- f. **Stewardship Commission** – No report.

7. Old Business - **Donut Sunday** - Because Donut Sunday is now done by assignment from the Parish Office, there was a motion to remove “Donut Sunday” discussion from the agenda of this meeting and all future meetings of the Parish Council. The motion was approved.

8. New Business

- a. **Capital Campaign** – this will be coming from the Archdiocese very soon. More discussion on this agenda item will take place at next month’s meeting after the Finance Council has further discussed.
- b. **Postcards** – Postcards sent at Christmas and Easter will continue, subject to the availability of funds. Sheila McDonald will continue to serve as point of contact.
- c. **Communications Committee/Communications Chairperson** – In an effort to make sure there is a single point of contact for all events of interest at QAS and relieve some of this burden from the Parish Office staff, it was suggested that the Council consider appointing a Communications director for the parish. Because this would initially be an unpaid position, suggestions were made to appeal to college students who are in need of an internship or similar experience in furtherance of their college degree requirements. Scott Gurley will draft a position description for review by the other members. Further advancement on this idea will be discussed at next month’s meeting.
- d. **Parish Picnic** – Dino Busalachi, Parish Council Vice Chairman has assumed the role of Parish Picnic coordinator. In this role, he is putting together a standard operating procedure (SOP) for this and all future Parish Picnics. Each area of concern for the picnic, i.e., food, cleanup, beer, games, etc., will be assigned to a parish organization. That organization, in turn, will be responsible for organization and personnel requirements associated with that mission. Ideally, after the Parish Picnic this summer, there will be extensive documentation in the form of AARs or TTPs on how best to approach each discrete part of the parish picnic. Products developed, i.e., step by step or chronological sequence to accomplish the assigned mission will be kept in a central repository for use in subsequent years to put the picnic together. The ultimate goal is to make this a PARISH event, not a 20-person event.

9. Monsignor Simon report – nothing to report other than previously discussed in the context of the other agenda items.

10. Closing Prayer

11. Refreshments – Scott Gurley

Next Meeting is February 25, 7:30 pm. Jeff Drete is responsible for Prayers and Refreshments