

## Holy Family Parish Council Meeting Minutes – November 25, 2024

**Attendees:** Fr. George Munjanattu, Jackie Mudd (Chairperson), Helen Arnold, Bennet Davis, Kathy Gardner, Jim Gast, Elizabeth Hobson, Seena Iype, Becky Morris and Michelle Osbourn.

Fr. George opened the meeting with a prayer.

1. Brick Fundraiser: We've received 246 brick orders (space for 1500). Suggestions to include additional bricks with parish emblem (multiple), former pastors, former archbishops, former principals, and include the Syro Malabar community.
2. Upcoming Christmas Decorations: Parish volunteers will start on 11/30 placing trees in the church. Decorating will continue Sunday 12/1 following the 10 a.m. Mass. Large live trees are scheduled for delivery 12/3 around 10 a.m.

Note: we discussed the Epiphany concert scheduled Sunday January 5<sup>th</sup>. The starting time TBD. Rick Knoop is in charge of the concert and will design a flyer with NaomiRose for the bulletin. A light supper will follow. It was suggested we run an ad or announcement in the Record.

### 3. Saffin Center Update:

- Policy changes include the need for more workers at certain events, rentals end by midnight, clean-up fee included for events that include animals.
- An additional fee will be charged to rental groups requesting to set up the day before an event.
- We continue to have "door propping open" issue. Denise Deely will continue to discuss with groups who rent spaces.
- A new cash register for the bar/kitchen area will be purchased providing more security.
- Saffin Center Committee researching an electronic menu board for the wall beside the bar area. Easier/quicker to update menu changes which may vary by event.
- The bar in the Riede Room will be updated including a new door.
- Future project – bathrooms. Committee getting 3 plumbing quotes to include fixtures, toilets, sinks. Stall replacement will be done at a later date.

4. Parish Calendar – Council members discussed if we have a method to keep some of the on-line (and bulletin) calendar information private. **ACTION ITEM:** Jackie Mudd to check with the office on calendar's flexibility.

### 5. Project List Update:

- Fountain in the church leaks. The leak must be fixed before considering water (and possibly live fish).
- Some of the windows in the church have been replaced. More windows require work but will in the next year's budget. The awning over the side entrance will be reinstalled.
- Rectory ceiling requires work. Part-time maintenance person unable to find time to fix so we are researching alternative manpower.
- Parish considering a second part-time maintenance person.

- HVAC contract still not awarded.
  - Request to clean main, large air ducts throughout church.
6. Security Issues: Several physical and procedural issues have been updated. Cameras have been placed (with more to come). The list of door key users has been updated and verified. Office and Deacon's office keys have been changed. LMPD still gathering information from cameras from businesses along Poplar Level. (Some other businesses also had break-ins.)
  7. Stewardship Forms: 20 have been returned. Discussed attaching brick form with the 2025 Stewardship form.
  8. Fr. George notes:
    - Missy Huff has joined the Finance Committee.
    - Want to replace aging Holy Family flags on the poles along Poplar Level (**Action Item:** Becky Morris to research information from original installation.)
    - Fr. George planning a thank-you Christmas dinner on 12/18 for members of the Finance Committee, Parish Council and church cleaners.
  9. Jackie advised the Council members that our parish website averaged 1,500 hits per month. Over 24 were potential renters. Some families requiring assistance from SVdP.

Meeting adjourned at 8:15 p.m. with a prayer.

(Minutes submitted by Becky Morris.)

**Next meeting is scheduled for January 27, 2025 (no December meeting)**