

Holy Family Parish Council Meeting Minutes – September 23, 2024

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

Absent: Helen Arnold, Bennet Davis

Fr. George opened the meeting at 7:05 p.m. with a prayer.

1. Brick Fundraiser: A “practice form” will be available in October for those wanting bricks (for the new walkway) to lay out the wording they will want on their bricks. First orders will be taken October 19/20 weekend at Mass. Deadline for brick orders is November 10th. Information will be in the bulletin and on the web site. Approximately 1600 bricks will be needed to complete the walkway. **ACTION ITEM:** Jackie to create a bulletin article explaining fundraiser, dates and payment process. (Payment process – checks only at Masses; credit cards if order placed through the office.)
2. Saffin Center update:
 - The majority of the chairs and tables have new protective feet “booties”. Additional booties have been ordered to complete the placement.
 - The door for the bar in the Riede Room is almost ready for placement.
 - Some acoustic tiles have been placed in the Riede Room to help mute echo. Additional sound panels will be placed.
 - Rental for all spaces is high. The Saffin Center Committee is researching sound curtains and other ways to split the gym in half so 2 events can be scheduled simultaneously.
 - Bartender training will be scheduled by Denise Deely to be sure everyone compliant.
 - The HVAC system update is almost complete.
 - Decorating the rental rooms is under discussion.
3. Financial Report: The parish is doing well financially. The Parish Council members reviewed the year-to-year comparison report which shows growth each year since COVID. It was noted that it is recommended non-profits maintain two years of operating expenses (why account assets high). Council also discussed that if any parishioner wishes to start and manage a “new” ministry they are welcome to contact the Council. We also discussed capturing (quantifying) the volunteer hours performed by parishioners as supporting information to the success of our ministries. (Recommended a notice be placed in the bulletin.)
4. Update to items on the Project List.
 - Replace needed ceiling tiles in the chapel – will be handled by two parishioners
 - Establish safety measures to lock up sacred vessels – still under review
 - Cleaning choir loft – church cleaners will be asked to handle
 - Repair the organ – Rick Knoop handling
 - Repair the church bells – Rick Knoop handling (Already hear improvement.)
 - Repair drywall and painting above the sanctuary

- Complete the water fountain project
- Security cameras – System plus 3 cameras have been ordered. Additional cameras may be placed at later date.
- Tree trimming plus additional landscaping scheduled 10/22.
- Suggested we complete a comprehensive inventory of the property and items inside buildings (Jennifer Zoeller handling)
- HVAC contract – 2 vendors giving bids. Finance will review in October and make recommendation.
- Jackie will check when church air ducts last cleaned.
- Church window replacements have been ordered – 3 large and 1 small window.

5. Updates:

- Community Health Fair Sunday 9/29. Expecting 72 vendors. Set-up will be Friday and Saturday. Usually have 400-500 people attend.
- Holy Family was recognized by Bellarmine University for our partnering to provide supplies for students in need.

6. Security Issues: **Holy Family experienced a break-in on Sunday September 22nd** that resulted in the theft of the weekend collections and other checks/donations that were in the safe. A notice will be placed in the 9/29 bulletin requesting those who submitted checks for the collection, St. Vincent de Paul or other reasons, to watch their accounts and notify Fr. George, Jackie or the office if any checks have been passed. The authorities have been notified and we are working together to recoup our losses.

Meeting adjourned at 8:40 p.m. with a prayer by Fr. George.

(Minutes submitted by Becky Morris.)

Next meeting is scheduled for October 28, 2024.