

St. Clare Parish Council Meeting
November 20, 2014, 6:30 p.m., Friendship Hall

Present: Bob Rucker, chair; Bruce Fraley, Tom Karasienski, Linda Sabino, Nancy Crewe, Carol de Rosset, Father Michael (ex officio)

- I. Opening Prayer: Nancy

- II. Review and Approve October Minutes. Bruce moved to approve. Nancy seconded the motion. Minutes were unanimously approved.

- III. Schedule for Council Members to host at Mass:
 - a. November 23: Linda (or Nancy)
 - b. November 30: Tom
 - c. December 7: Nancy
 - d. December 8: Bruce
 - e. December 14: Tom
 - f. December 21: Bob
 - g. December 24: Bob
 - h. December 25: Nancy
 - i. December 28: Bob
 - j. December 31: Bob
 - k. January 1: Bruce
 - l. January 4: Bob
 - January 11: Tom
 - January 18: Nancy
 - January 25: Linda
 - February 1: Vic
 - February 8: Tom
 - February 15: Linda

Bob will check with Keith to see when he might be able to host.

IV. President's Report: Bob

a. Kitchen

Bob reported that there is strong opposition from the Women's Guild regarding making changes to the kitchen that would be necessary in order to prepare food and sell it to the public legally. The Guild's view is that we have been doing this for thirty years and there has never been a problem.

Linda asked whether it would be possible to have a member of the Women's Guild on the Parish Council, to serve as a liaison between the two. Father said it would be fine, if one of them wanted to do it.

A concern was voiced that if someone bought food at St. Clare and got sick, then sued the church, the church would probably lose the lawsuit, since our kitchen is not up to code. Father also mentioned the possibility of having a soup kitchen, or some other kind of community outreach, once a month, but this would not be possible without a kitchen that meets code (Nancy said it was

called a “permitted kitchen.”)

After discussion, the Council decided that there will be an open parish forum in early February to talk about the issue. Bruce, Nancy and Father Michael will explain what needs to happen with the kitchen—the things that need to be done for us to be compliant with code--and why these things are necessary, and will create a handout to distribute at the meeting. Everyone present will have the opportunity to express their thoughts and opinions. Father Michael will consider what everyone has said along with legal implications, etc., and make a decision.

Father will meet with Bruce and Nancy to plan for the parish forum on January 14 at 4:30, in Friendship Hall.

b. Banners across Chestnut St: Someone had asked the Finance Council to look into putting banners across Chestnut St. to advertise the parish fish fries, etc. However, Route 25 is a state road, so first permission must be sought from the Kentucky Department of Transportation (the Richmond office). Once they receive the information about the event and what specifically we are requesting, they will consider it, and provide the parish representatives with information regarding how big the banner should be, what material it needs to be made of, what kind/size lettering should be used, etc. Then they will approve the dates (or not). Once the Kentucky DOT has approved the banners for the requested dates, the next step is to take it to the Berea City Hall; they will go over it to make sure there is no conflict of interest. If City Hall approves the request, and the parish wants to dig holes to put in poles from which to hang the banners, the parish representatives have to get permits to dig holes for the poles. If the parish wants to hang the banners from existing light poles, they must obtain permission from public utilities. If all those things are done, the banners can be put up.

c. Freezing pipes: The pipes in the church freeze because they are in the outside wall which is vented all around, bottom and top, so air circulates all the time. So when it is cold, the pipes freeze. The colder it gets, the more the ice expands and the pipes burst, and when it gets warm again, water comes out where it shouldn't. According to Marie, this problem dates from 2002, when the new church was built. They “solved” the problem then by trying to put in a heater and a fan. That didn't work, so then they just let the faucet drip, and it has been dripping ever since (at least, when the weather is below freezing). That doesn't solve the problem, though; it just goes around the problem. What we can do without breaking the bank is to dig up the floor in the storage room. Go down to the pipe. Cut out the pipe that feeds the wall. Instead, run it into the storage room (inside), into the ceiling, join it inside that room, and that way the pipe that is being used will be inside. In the sacristy there is a similar problem: the pipe runs under the floor, then goes 10-12 feet in the outside wall, where it freezes, so again, the “solution” has been to let the faucet drip (and the colder it gets, the more water needs to run to keep the pipes from freezing). Instead, we could run the pipe behind the cabinet inside, and leave the outside wall alone and forget about it. To do all this would cost between \$5000 and \$6000. Probably this would be done after Easter.

Bruce expressed support for the idea and agreed that waiting till after Easter is a good idea. He also expressed concern about whether we would have enough money.

Bob suggested that we should continue the additional offerings toward the maintenance fund and hope we have enough by spring to do the job.

Bruce suggested that to get us through this winter, the heat should be kept on and turned up to 70 in the storage room and the sacristy; also, a safe space heater should be used in each room to insure that the pipes do not freeze.

Thermostats: Bob informed us that someone has been changing the temperature setting on the thermostats, which are very complex and therefore easy to mess up. He has asked Diane Zekind to make sure all of them are programmed correctly and then he will purchase covers for them so that only Diane can change the settings. Bruce mentioned that it would be worth checking to see if a passcode can be installed to prevent anyone who does not know the code from changing the settings.

V. Pastor's Report

a. Review of Building Fund Finances. Father Michael put an insert in last weekend's bulletin explaining how much of the additional offering raised toward maintenance had been used thus far, and what the money had been used for. This seems to have been very clear; no one asked him any questions about it. He also changed the way income and expenditures are included in the bulletin, to more accurately reflect the true financial situation of the parish (for example, right now we owe bills totaling \$9802.20 that we cannot pay due to not having the money). Father Michael intends to keep the parish informed about the financial situation and either he or a member of the Finance Council will speak to the parish quarterly about this.

b. Webpage on Parish Council. Father Michael, Bruce and John (Roché) will create a one- or two-page document explaining what the Parish Council is and does, to put on the St. Clare webpage.

c. Discuss Holiday Masses & St John's Bible (Dec 13-14). Father mentioned that since Marie has been very sick, plans for the holiday masses are a little late, but will be available in next weekend's bulletin. Regarding the St. John's Bible, it will be on display in the sanctuary, in front of the altar, at the Dec. 13 and 14 masses.

d. Christmas flowers. Father Michael will ask parishioners to donate poinsettias to decorate the church for Christmas.

e. PC representative on the Liturgy Committee. Bruce has been serving as the Parish Council liaison on the Liturgy Committee, but he thinks it is time to turn over this role to someone else. Carol said she would do it. Father informed her that the Liturgy Committee normally meets on the second Thursday of each month at 6:30 p.m. in Friendship Hall, but that their next meeting would be on Tuesday January 13. Father Michael also mentioned that several members of the Liturgy Committee had resigned recently and that Parish Council members should think about who might be interested in serving on that committee.

f. January 8, 2015 – Serra Club Holy Hour (Adoration/Benediction). Father Michael informed the Parish Council that he had invited the Serra Club to St. Clare on Thursday, January 8, 2015 at 7:00 p.m., and that there would be a potluck supper afterward, which St. Clare will provide. He wants to be sure there is plenty of food to feed about 25 people.

VI. New Business

a. Parish Directory. Father Michael said he would like to have a new Parish Directory, since the last one dates from 2008, and there has been a lot of turnover and new members since then. He has names, addresses, phone numbers and email addresses of nearly all parishioners in a database, as well as the photographs from the last directory, so he can put together a new one in the spring, he believes. Bruce said he was willing to take photographs again (he took the photographs for the last directory). He wondered if there was anyone else good at taking pictures who could help. Linda Sabino said her daughter was good and Bruce encouraged Linda to ask her to assist. Father Michael said that Roger Potts, who goes to the Saturday night mass, was a photographer, and that he would ask him if he was willing to help. Father said he did not think it would cost very much to produce the new directory. Linda said her school had a machine that she could use to bind them. The Council decided that members of the PC will donate money to pay for the directories. Carol mentioned that it would be nice if an electronic version could be made available, too. Father Michael said that he had thought about that; we would just need to think of a way to protect the content, so that only parishioners could access it. Father also mentioned that he would like to make the new parishioner registration form available online on the St. Clare webpage.

b. Fall Clean-Up. Bruce noted that the fall cleanup was a great success. There were 20-25 people altogether, a great lunch, and most people stayed past 1:00. He expressed appreciation to all.

c. Thanksgiving meal. Bruce passed along a concern from a parishioner about the timing of the parish Thanksgiving meal, which began after mass, at around 10:15. The parishioner stated that the timing was odd, being too early for that kind of meal, and that it was inappropriate to have the Thanksgiving meal at the same time when the Spanish mass was going on...this seemed to exclude a whole portion of parishioners from sharing the meal. The parishioner expressed that the timing seemed designed for the convenience of people who attend the 9:00 a.m. mass.

The PC discussed the matter and concluded that there is no time that will suit everyone, and that probably it was best to have the Thanksgiving meal when it was in fact held. Julie made a strong effort to reach out to all parishioners and invite them. We do need to keep in mind for the future to make sure everyone knows that they are welcome...perhaps this could be a job for the Hospitality Committee next year.

Keith texted Father Michael at around 8:00 p.m. apologizing for missing the meeting...he had been to an appointment which ended late, got caught in traffic, and just could not make it.

VII. The meeting ended with the Lord's Prayer.

Next Meeting : January 15, 2015 (Discuss Constitution only)

Opening Prayer: Tom
Minutes: Carol
Closing Prayer: Linda

Minutes respectfully submitted by Carol de Rosset.