

**Minutes of Parish Council Meeting
St. John Paul II Catholic Church
Wednesday, July 29, 2020 Conducted in-person & via ZOOM**

Present: Staff – Fr. Peter Do (Pastor); Mary Ann Wheatley (Bookkeeper); Frances Seaton (Youth/Formation Director). Voting Members – Timothy Buckley (Outgoing Chair); Bob Goens (Vice-Chair); Chris Finzer (Formation); Laura Tallent (Outgoing Academy); Faye Johnson (Worship); Kathy DeLozier (Incoming); Jim Sinnott (Incoming); Anne Bainbridge (Incoming); Erin McGuire-Osting (At Large); Bella Fichtola (Incoming Youth). Other – Steve Gagel (Outgoing Finance Council Representative). Quorum of Voting Members Present.
Not Present: Betty French, Kristi Short; Kirstie Thorpe; Chris Clements; Matt Huber (Incoming Academy).

Fr. Peter opened the meeting with a prayer.

Tim noted that the Council voted by email on June 5, 2020 to approve the minutes from the May 27, 2020 meeting. Those minutes have since been published on the parish website.

Tim introduced and welcomed our three new members: Jim Sinnott, Anne Bainbridge, and Kathy DeLozier, who were selected at the 9 am Mass on June 28. Tim also introduced our two new appointed members: Matt Huber as Academy Representative and Bella Fichtola as Youth Representative.

Alicia Conliffe, principal of John Paul II Academy, reported on the school's reopening plan. Alicia thanked the parish and the Parish Council for their support of the school. She noted that Governor Beshear recommended that schools not reopen until at least the third week of August. Consequently, the first day of school will be Wednesday August 19. Alicia noted that the staff has worked over the summer to prepare for the students to return. The size of the classrooms and the small classes allow for 100% in-person instruction. However, remote instruction will be offered for families who are uncomfortable with in-person instruction. The reopening protocols will include: strict sanitizing; social distancing; temperature checks for all persons entering the building; and no visitors allowed. Masks will be required. However, students may remove their masks when seated. There will also be arrangements to conduct classes outside when practical. The Academy also has plans to return to remote instruction for all students if necessary.

Alicia also advised the Council that all re-entry events will take place, but they may look different. Uniform sales will be by appointment only. Orientations will take place via Zoom. There will be private orientations for each family of

children in the pre-K and kindergarten programs. Alicia stated that families have been supportive and flexible in re-opening. It will feel different this year, but Alicia is confident about the coming school year. Anne B. asked about enrollment. Alicia reported that there are 141 students enrolled, including pre-K through grade 8. That number may change slightly in the coming weeks. This number is slightly higher than last year's enrollment.

Mary Ann Wheatley presented the 2019-2020 Fiscal Year Income and Expense report. She noted that, while collections have been down due to the pandemic, expenses were also reduced. Consequently, we ended the year with a small surplus. Our current savings account balance is included on the report. Mary Ann included a second page of explanations for specific items of income and expenses. Anne B. asked about the capital loss. Mary Ann explained that this was from the sale of the Hikes Lane LED sign, representing the difference between its initial cost, less depreciation, and the sale price. Mary Ann also noted that capital expenditures, such as the new rectory construction and costs for planning the new parish life center, will be included on the balance sheet but not on the Income and Expense report. Laura T. asked about expenses for the Francis Center to rent space at Buechel Baptist Church. Mary Ann responded that there were some expenses before the Francis Center shut down its programs. However, those costs were covered by a person in the parish and will be covered when the programs resume. Jim S. asked whether the Francis Center needed help with grant writing. Mary Ann said any assistance would be welcomed. Laura T. also mentioned that the school would also welcome assistance in grant writing.

Tim asked Fr. Peter how the return to in-person Masses was going. Fr. Peter reported that we are usually getting 70-80 people at each Mass, with some special events getting over 100 people. We haven't yet reached our capacity of 125 persons. People are adapting to the new protocols well. There are no current plans to add an additional Mass.

Tim called new and continuing members for nominations for Council offices. Bob Goens self-nominated for parish council chair and was unanimously elected. Anne Bainbridge self-nominated for parish council vice-chair and was unanimously elected. Kathy DeLozier self-nominated for parish council recording secretary and was unanimously elected. All newly elected officers will take office at the next parish council meeting.

Tim gave updates on the Construction Committee's work. Frank Hulsman's report on the Parish Life Center was circulated to the council and published in the bulletin this past weekend. The neighborhood meeting took place on July 21 and the Conditional Use Permit Application has been sent to the Bill Zoeller at the Pastoral Center. [Update: the CUP application was signed by Archdiocesan CFO Robert Cecil on July 30 and is ready for submission to the City.] Approval is

expected to take about two months. In the meantime, we can start soliciting construction bids. However, the Archdiocese has the final say when we can start building.

Tim next asked Fr. Peter to report on the progress on the rectory. Fr. Peter reported that the interior drywall and window finishes have been completed. The air conditioning is installed and will be online tomorrow (July 30). Exterior concrete work will begin next week. Kitchen cabinetry and appliances will be last installed. Tim noted that the coronavirus restrictions have slowed the progress since only one construction team can work on the building at a time. In response to a question, Fr. Peter stated that the rectory will not be handicapped accessible, but ramps may be installed later if needed. The rectory is expected to be complete and ready for occupancy by late September or early October.

Tim asked Bob G. to report on progress in moving from Hikes Lane. Bob reported that it is going slowly. However, most items have been removed from the first floor of the Annex. Bob would welcome volunteers in helping the move, but we will need to work a schedule to make sure everyone is properly distanced. There is still an issue with too many people having keys to the property. Bob found a back door left unlocked and it was not clear how long it was left open. Several people have expressed an interest in some movable items from the building. The Council had expressed a desire to conduct an online auction to raise money from the sale of items, but that has never been organized. However, we will try to see what money can be raised. Kathy D. mentioned that she noticed the air conditioning running in the Hikes Lane Church. Bob reported that it has to be left on, but we will ask Jason to check the settings.

Chris Clements asked Tim to report that the Fundraising Committee has not formally met. However, they have discussed setting up a Capital Prize event for this fall. Mary Ann also reported suggestions for an online split-the-pot or other fundraising activities.

Chris F. reported that the Formation Committee would like to organize a parish census to see who actually belongs to and remains active in the parish. The Committee is developing a process to call people who haven't responded to the stewardship campaign. Frances S. is in charge of the census process. She stated that the best time to call would be between 4-7 pm. They are planning to set up in the parish office with 4 lines & 5 phones. They need people to help conduct the census. They are asking members of the Council and the parish at large for assistance. Sign-up sheets will be set out, with Frances as the contact. We will make the announcement about the census and the request for volunteers at this weekend's Masses.

Chris F. also reported that they are trying to re-organize the "Committee of 5" – the umbrella committee covering all the ministries in the parish. Chris and

Frances are contacting all the ministries in the parish to see which ones are active. Once that is done, we will determine to which Committee member the ministry should report. The typical structure is: Administration; Parish Life; Worship; Formation; and Social Concern. However, that structure may be changed depending on circumstances. The Council will set aside time at upcoming meetings to discuss this Committee restructuring. Anne suggested that it will probably take longer than one month to develop a plan.

Tim recognized and thanked the outgoing members: Kristi Short, Kirstie Thorpe, and Laura Tallent. Steve G. reported that he will no longer be attending as Finance Council representative – that position will be taken by Mary Ridenour. Steve also noted that Frank Hulsman will be taking over as Finance Council Chair, and John Johnson is coming on as a new member. Tim also expressed his thanks to the Council for their support during his time as Council Chair. Fr. Peter and the Council thanked Tim for his service and noted that he will be recognized at this weekend's Mass.

Tim noted that Matt Huber has conflict with Wednesday night meetings due to his commitment to the Scouts. The Council decided to schedule the next meeting for Thursday, August 27 at 6:30 pm. Barring a change in circumstances, the meeting will be in-person with an option to attend via Zoom.

Tim closed the meeting with the Lord's Prayer.

APPROVED BY CONSENSUS: August 5, 2020