



**AGENDA**  
**Facilities & Grounds (SB)**  
**June 25, 2020 • 6:30 PM**  
**Parish Center: Shelter House**

*The Mission of Our Parish Family*

*St. Boniface Parish and St. Meinrad Parish exist to nurture an intentional faith-filled Catholic Community which inspires and empowers all people to follow Jesus Christ. We will continue to "Keep our eyes fixed on Jesus" (Hebrews 12:2) by living the Word of God, celebrating the sacraments with meaningful worship, and calling one another to prayer, Christian Service, and fellowship rooted in the living tradition of a rich German-Catholic heritage.*

**1. Welcome, Commission Focus & Roll Call** **Chair**

- a. We are blessed to have the spaces we do in which we worship, learn about and live out our faith. Historic St. Boniface Catholic Church is a beautiful liturgical space that was built and dedicated by our ancestors and preserved over time by us and our families and friends. St. Meinrad Catholic Church, while built more recently, is a testament to our faith community's desire to have a worship space of its own. Both spaces are beautiful and prayerful places, but keeping our parish facilities and grounds safe, attractive, and neat requires people dedicated to advise the Pastor on what needs to be done for the good of the parish buildings and grounds and taking appropriate leadership in those efforts. Members of the Facilities and Grounds Commission are attentive to prudent preventative maintenance, repair, and upgrades, with an eye toward the long-term use of our facilities.
- b. Roll Call

**2. Opening Prayer – Connected in the Spirit** **Vice-Chair**

+ Eternal God, you are without beginning or end, and you sustain us every day with your Providence. As we discern where you are guiding the Church in central and southern Indiana, grant us wisdom and strength. Through the "Connected in the Spirit" process give us vibrant parish communities that will enable us to serve you with all our hearts. Bring comfort, healing and hope to those who are being lead through a difficult transition, and unite us all more fully with you and with one another. We ask this through Christ our Lord. Amen.

*- from Connected in the Spirit, Archdiocese of Indianapolis*

**3. Consent Agenda Items for Approval** (received no less than 7 days prior to meeting) **Secretary**

- a. Minutes of Commission Meeting (minutes submitted to parish office no later than 10 days following meeting)
- b. Cumulative Financial Reports of Commission (Appendix A)
- c. Affirmation of Future Meeting Dates: 2<sup>nd</sup> Tuesday, February, April September

**4. Review of Action & Approval of Items & Areas of Responsibility** **Status** **Chair**

- |  |       |                |
|--|-------|----------------|
| a. Integrity and Life of Trees & Tree Stands | _____ | Neil Collignon |
| b. Tombstones in Section A – Reset & Repair  | _____ | Mike Edwards   |
| c. Alley Between Church & Peters'            | _____ | Jan Gogel      |
| d. Verdin Bell Company                       | _____ | Father Anthony |
| e. Removal of Confessional                   | _____ | Phil Schipp    |
| f. Resurface Cistern Cover – East of Church  | _____ | Jan Gogel      |
| g. Integrity of Cemetery Plot Information    | _____ | Mike Edwards   |
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- h. PSA (Public Service Announcements) for Radio, Local Papers, Diocesan Papers, & Parish Bulletins to be submitted no less than 6 weeks @ <https://sbcatholic.church/info> | <https://smcatholic.church/info>

- i. Parish Bulletin & Website to be submitted no less than 3 weeks @ <https://sbcatholic.church/info> | <https://smcatholic.church/info>
- j. Securing Indiana Charity Gaming **Festival License Application** – application must be submitted and approved by pastor a minimum of 9 weeks prior to first scheduled advertisement and ticket sales. <https://www.in.gov/igc/2482.htm>
- k. Filing **Single Event Financial Report** within 60 of licensed event. All invoices, receipts, and check requests to be submitted to Parish Coordinator within 15 day of licensed event. <https://www.in.gov/igc/2482.htm>
- l. Deposit Form & Check Request Form for Parish Organizations <https://sbcatholic.church/deposit> | <https://smcatholic.church/deposit>
- m. Chair to Communicate via Flocknote as Note Sender with Commission Scheduled Meeting Dates & Time

**5. Coordinator Updates: Jan Gogel** **Vice-Chair**

- a. Report Jan Gogel
- b. Contracted Services Report

**6. Old Business** **Secretary**

- a. Helming Brothers, Inc. – Bat Excluder Options Jan Gogel
- b. Upgrades for Finance Room & Ladies Restroom: Budget for FY 2019-2020 Fish Fry/Spring Social
- c. Parish Center Outside Doors of Large Dining Room & Boys Restroom: Budget for FY 2020-2021
- d. LP Tanks (church & parish center) SynEnergy Partners Jan Gogel
- e. Mowing & Trimming of Cemetery
- f. Transition old confessional space

**7. New Business** **Chair**

- a. Proposal for 175th of Town of Fulda
- b. Enclosing Air Handling Units in Choir Loft (noise reduction)
- c. Additional Classroom in Parish Center
- d. Mowing & Trimming of Cemetery
- e. Summer Picnic
- f. Restructure for Cleaning and Sanitation of Historic Church Building
- g. Reserving Parish Spaces, Registering Activities, Doors & Locks
- h. Security and Surveillance
- i. IT Update: Security and Surveillance and HVAC

**8. Routine Matters** **Father Anthony, OSB**

- a. Pastoral Initiatives for 2018-2019
  - i. Implement a strong Long-Range Planning & Stewardship Commission to set a course to do the ‘heavy lifting’ for the future of our parish family.
  - ii. Define an Evangelization and Faith Formation Program to actively form parishioners and invite and form fallen away adult Catholics, lost parishioners, and families/households.
  - iii. Continue to develop a comprehensive Youth and Liturgical Music Program, with a viable and parish-supported program.
  - iv. Identify and train Coordinators for Liturgical & Pastoral Ministries.
  - v. Establish a program for hospitality at the funeral home and at church; evaluate resources for bereavement luncheons.
  - vi. Continue to develop programs, activities, and content for website to meet current and future pastoral needs.
- b. Catholic Charities Tell City
- c. *Connected in the Spirit*
- d. Annual State of the Parish Meeting (*Last Sunday in February*)
- e. Annual Day for Strategic Planning for Pastoral Council (2<sup>nd</sup> Saturday before Palm Sunday)
- f. Saint Meinrad Sunday Weekend (2<sup>nd</sup> Sunday before Lent)
- g. Annual Archdiocesan Mission Missionary Appeal Affirmed by Archdiocese (*Labor Day Weekend*)
  - i. Schedule Confirmed with Archdiocese & by Parish Coordinator : August 31 & September 1, 2019 (confirmed 3/5/19)
  - ii. Community: *Catholic Diocese of Punalur – India, 816 Underhill Avenue, Mamaroneck, NY 10543*
  - iii. Priest: *Reverend Absalom Fernandez Antony*
  - iv. Identified On-Site Parishioner Host : Judy Colby & Joyce & Mike Robinson
- h. United Catholic Appeal 2018 – Intention Weekend – November 3-4, 2018
  - i. Show DVD in Church (3<sup>rd</sup> Sunday in October)

- ii. 2018 Parish Goals
  - 1. 2018 = **\$6,798 (SB)**      **\$40.22 per family/household**
  - 2. 2018 = **\$10,075 (SM)**      **\$45.59 per family/**
- i. Staff Updates

**9. Affirmations, Questions, Comments, Concerns** **Chair**

**10. Pastor's Comments** **Father Anthony, OSB**

- a. Pastoral Care & Concerns of Parish Family
- b. Parish Office – by appointment only
- c. Claims Filed
  - i. Claim Filed: Fall 2018; Storm/Lightning Damage to Church on June 1, 2018
  - ii. Claim Filed: February 5, 2019; Steps Incident Near 545 on November 7, 2018
  - iii. Claim Noted: April 29,2019; Parishioner fell moving tables in pc on April 28, 2019
  - iv. Claim Noted: April 29,2019; Steps Incident Near 545 on September 17, 2019
- d. Closing the Loop: submit minutes to parish office no later than 10 days following commission meeting at [info@myparishfamily.church](mailto:info@myparishfamily.church)

**11. Agenda Items for Next Pastoral Council** **Secretary**

**12. Closing Prayer** **Vice-Chair**