

IHM Parish Council Minutes  
February 19, 2020  
Start Time: 7:04 PM

Present were: Erin Lewis, John Bannister, Beth Leonard, John Creamer, Emily Bannister, Father Bob, Anna Harvey, Business Manager, and Jim Elias of the Finance Council

Opened meeting with prayer by John Bannister

Minutes of previous meeting were approved following a motion by Erin Lewis, seconded by John Bannister

Discussion of remaining length of terms for members and which members will be rolling off of the council at what time. Council will need to have one elected and one appointed position filled in May 2020. John Creamer will work with Anna Harvey to help with the election process and putting together the proper documents.

Parish elections will be held the weekend of May 16 and 17. Beth Leonard will communicate this date to the commissions and committees and have them begin to start recruiting the appropriate members respectively. Anna Harvey has a spreadsheet to share with all of the information for each of the commissions and committees.

All committees and commissions will be required to report meeting minutes to the Parish Council starting June 2020. Erin Lewis offered to come up with a general template for all of the commissions and committees to use.

Anna Harvey plans to have a first pass of the budget in early March, Finance Council will approve the budget in April, and the Parish Council can plan to approve the budget at the May meeting and have an extended meeting.

Director of Religious Education (DRE) job posting is planned to go out in early March. Youth Ministry role has been posted and a search committee has been established.

#### Facilities Overview – Parish Center Renovation Reported by Anna Harvey and Jim Elias

- Renovations will begin the first week of March and are expected to go through September
- There will be meetings every other Friday between the architects and general contractors for status of project
- The project has been approved by the Archdiocese and will not need a capital campaign as it is able to be fully funded
- Parish staff has moved into the Bosco Center while the renovations are taking place

#### Technology Overview Reported by John Bannister

- Current Technology Five Year Plan ends in June 2020, need create a plan for the next five years

- A security strategy could be implemented in the new plan
- Next steps: Create a formal group that includes school representation and decide who should be involved in the creation of the next five-year plan
  - o John Bannister will get a group together consisting of Shelley Shinabarger, Ronda Swartz, Julie Tomich, Members of the Technology Committee and Tom Groot, CIO of the Archdiocese, to roll the next plan forward

### Finance Report

Jim Elias and Anna Harvey presented the finance report. The Finance Committee will not meet until next week, so the January financial statements are not yet available. Anna reported that initial information indicates the January numbers, and projections for the full fiscal year, are consistent with the December report. The Parish and the School are projected to meet or slightly exceed budget for the year. Jim reported that the Parish Office renovation project is set to begin in the next two weeks. The project budget is in line with earlier estimates and will be funded by reserves set aside for capital projects. Anna reported the parish staff will work out of the John Bosco Center starting next week through the summer.

### Council Member Reports

- Athletic Commission has set a schedule for approving the budget by early May
- Liturgy Committee meeting to work through logistics of the Easter season amidst renovations
- There will be an Outreach Commission event with soup after Ash Wednesday mass in the evening

March 18 Parish Council Meeting will include PTO and School Overviews as well as a Bishop Chatard Presentation of which materials can be submitted to the council prior for a pre-read.