

IHM Parish Council Minutes  
Annual Report of Board of Directors  
September 9, 2020  
Start Time: 7:03 PM

Present were: Anna Harvey, Beth Leonard (BOD Secretary-outgoing), John Creamer (BOD Secretary – incoming), John Bannister, James Gilroy, Jojo Murphy, Ronda Swartz, Jim Elias (BOD treasurer), Emily Bannister, Fr. Bob Sims (BOD President), Ute Eble

Opened meeting with prayer by John Bannister

Minutes of previous meeting were approved following a motion by James Gilroy, seconded by John Bannister. Passed unanimously.

- A. Father Bob Remarks and COVID-19 Update
  - a. 8 AM Mass will remain outside for as long as possible, mass attendance continues to rise
  - b. Meetings on the Parish campus will take priority to happen in person in the following order: small meetings directly related to sacramental preparation, religious education, and faith formation
- B. Election Update – John Creamer
  - a. Virtual Call Out Tuesday, September 8 for School Commission and Athletic Commission
    - i. 3 school commission spots, 1 appointed and 2 elected
    - ii. 2 athletic commission spots
    - iii. So far 4 people running for 4 seats
  - b. Deadline for bios and photos will be September 15
  - c. Elections scheduled to be October 1-4
- C. Strategic Plan Update – James Gilroy
  - a. James Gilroy had a good conversation with Ute Eble regarding constructive updates to the programmatic portion of the strategic plan
  - b. James Gilroy will present the updated Strategic Plan to the Parish Council at the October meeting and will still be on track to put in place in January
- D. School Re-opening Update – Ronda Swartz
  - a. Ronda Swartz reported there have been no positive staff or student cases at the school
  - b. Ronda Swartz and her staff are working on the School Excellence Plan that is due mid-September and a Tech Plan that will be shared with John Bannister and the Tech Committee once it is complete
  - c. Ronda Swartz reported the school is trying to plan and coordinate a virtual open house as part of a new marketing plan given the COVID-19 pandemic
- E. Finance Report – Jim Elias and Anna Harvey
  - a. September Finance meeting has not occurred yet, but Jim will advise by email if any significant matters arise in the August financial statements. Jim and Anna are working on the year-end financial report for the Parish and School and asked input and ideas on programs and highlights to include.
  - b. Annual Report was reviewed and signed on August 17, 2020 by Fr. Bob Sims, Jim Elias and John Creamer

- c. Conflict of Interest forms were sent out to school commission, finance council, parish council, and business manager for review and signature. Due date is September 15<sup>th</sup>. Forms will be retained in the parish office.
- F. DRE Update – Ute Eble
- a. Ute Eble reported Sunday Family Faith will start on September 20 and the first RCIA class will be held on September 14
  - b. Ute Eble also reported First Communion will be October 10, and Confirmation will be done by Fr. Bob at IHM on November 10
  - c. Confirmation 2021 will have a call out meeting soon
- G. Council Member Reports from Commissions:
- a. The group discussed that after elections take place, we will start to gather minutes after commissions and committees hold meetings to understand what each commission is doing and keep everyone united as a community
  - b. Facilities – Anna Harvey reported Welcome Center, re-striping of parking lot, and new gates are almost all complete, now moving on to maintenance
  - c. Outreach – Jojo Murphy reported Boulevard Place drive up continues to be busy every week

Select remainder of 2020 Parish Council Meeting dates – October 14, November 11, December 9