

PPC Minutes March 20, 2018

Attending: Frs. Pete and Jesus, John Schweitzer, Nancy Flaherty, Leila Al-Imad, Lucia Jank, Joe Maile, Stephanie Swanson (class, came late), Marisol Mills (work issue... came late),

Mike Thomas (finance), Pat Marek (maintenance).

Missing: Kim Dahlgren (sick), Laura Willard (unable to attend),

Father Pete gave an update from retreat. Overall, our team has good skills.

Major Maintenance/Capital Improvement (MM/CI)

Pat Marek passed out a list of projects that he is working on. He prioritizes them with the priests' approval.

Phone improvement task force is John Fredericks, and Pete Hatfalvi and himself. They are moving from analog to digital. Two lines will remain analog (copper) to retain functionality in case of internet problems. Some companies are not responding to requests to give us a bid.

Recommendations will go to finance council for approval. This project has a budget of \$25,000. Bids are coming in around \$17,000 to \$18,000.

Faxes are considered secure from a privacy standpoint and emails are not. Our technology can be upgraded easily as needed.

It will be best to install it over the summer. The Century Link contract ends in two months. Until we change the agreement, we will go month to month with the existing contract, which we are not ending, but only being modified. The communication hub is in the school so we have to upgrade the whole system at once.

Pat or someone will find out how long it will take to do the installation.

Task force, 3 bids, PFC, PPC, letter from pastor to bishop that it is feasible. Bishop will sign off on this project because it is over \$10,000. Companies all comply with diocesan requirements.

In Mr. Marek's estimation, Saratoga does not want to do the job and so their bid has come in quite high.

TUC did St. Dominic's phone system. Black Box did our original phone system and has done well in keeping our 27 year-old system running.

Fourth company is local. She is the "cookie lady." She has been trying to sell us a new phone for all the years Father Pete has been here. What is not clear is whether her company has the infrastructure to support/maintain it. We are close to getting 3 valid bids as per the Diocesan requirement.

ACTION OF PPC: The process of obtaining a contract appears well under way. The PPC will monitor.

Paving

We have approval from the diocese to form a task force.

The paving task force consists at this point of Pat Marek. Pat passed out a sheet with estimates for paving. The elevator for the lower level was estimated at \$250,000 and created sticker shock. We paid Tim Shaw architect half his fee and we still owe him the second half of his fee.

Pat provides a paving estimate based on a software program Pat found online provided by the government. This is a baseline number and will probably be less than the actual cost. Bids coming from 3 companies. Get an overall bid and then do project in phases over time. No time frame for paving project yet. One person came forward after request for help with task force after Masses last weekend.

We are absolutely committing to a bid for the lower parking lot and if at all possible doing the paving.

ACTION: John will speak to two companies (Construction Asphalt Paving Services in Unicoi and Epling Construction and Asphalt Maintenance in Bean Station, TN); and Ed Gerace will speak to Summers Taylor. So John and Ed are on the task force, and Pat says Jim Brady is in contact with the original engineers who graded the land around the lower level of the church. Their efforts and records should reduce the costs of the new paving lot around the lower level.

Other MM/CI

We replaced the outer door which cost \$6,000. Inner door will cost about \$6,000. Total is \$12,000. There is more urgency for this project because of latest school shooting in Florida.

We are replacing all of the emergency lights in the school. This is a priority. All ceiling lights in school gym are LED so should last 15 years. We are replacing lights in sanctuary as needed and they are all the same color temperature called “daylight” and are white with a blue cast (5000 K). K =Kelvin.

Master plan for campus development

Form a feasibility task force is a first step. Request this of the diocese.

A true master plan is figuring out what you want now and then five years from now.

ACTION: Request to bishop from pastor. Pat has a template.

The Parish Nurse and Fr. Pete have produced a Smoking Policy for discussion and approval. Essentially, it is for a smoke free campus, including all forms of tobacco, including chewable and vaping. Smoking in one’s personal car is also not allowed. This latter point was discussed as not very enforceable, but it was decided that the parish would make the policy known whether enforceable or not. Motion to approve: Joe, Leila seconded. All in favor. Motion passed for new smoking policy. This would be effective March 20, 2018.

My Parish App: Lucia.

Stephanie Mann needs help to get youth ministry on board with the app.

The Ministries in Spanish are inputting.

Leila found it difficult to download even with help from Kim.

Launch parish wide? Plan is for youth to use it and then the youth help us launch it to the parish. We shall ask Stephanie about launch of My Parish App weekend. Hopefully weekend after Easter. (We have tee shirts, other promotional materials for launch)

Mike Thomas informs PPC of Finance Council report. We are doing well. We have a surplus of \$129,000. We are putting money away. Last year at this time, we had about \$60,000 to reduce debt coming in. We have Home Campaign still going on for about 6 months. We received a bequest for \$69,000.

We need to generate the vision of what we are doing and what it will cost and we need your support. Probably we can begin asking in the fall after the end of the HOME CAMPAIGN.

Columbarium will generate money if we do it. We need to check with Monte Vista if there is an agreement (written) that precludes us from building something on our land. Father Pete has never heard of anything like that.

Father Jesus – no report.

Excellent and far-reaching renovation of rectory taking place. Mold is in the lower level of the rectory. Rectory should have an environmental inspection done. Pat Marek is taking care of it. Council in full agreement to have all necessary things taken care of in the rectory. We are working purely with volunteers from the parish.

Have an environmental firm check out the rectory. Leila suggests that the ETSU environmental department will do the assessment for free.

ACTION: John will investigate who will do environmental check, starting with ETSU.

Request to attend event from Vatican speaker in Kingsport. No action to be taken, because this request does not appear to be coming through usual channels.

Closing prayer by Fr. Pete.

Next meeting: 4/17/2018