

## **St. Leonard Parish Council Meeting Minutes**

**Date:** February 6, 2024

**Location:** Parish Office

**Called to Order:** 6:02pm

**Attendees:** Julia Bauscher (Chair), Jay Branham (Vice Chair), Will Coburn, Gary Gruneisen, Ray Triplett, Allison Gousha, Fr. Johnson, Sharon Bidwell (Ex Officio), Teresa Riggs (Ex Officio)

**Absent:** Katie McCullum

**Guests:** None

### **Agenda:**

1. Synod Prayer
2. Finance Update/questions – Teresa Riggs
3. Organization update/process/outcome/questions
4. Project Management Guide – proposed form
5. Meeting attendance to share mission statement
6. Committee Reports
  - a. Administration Committee
  - b. Formation Committee
  - c. Parish Life
7. Synod Prayer and Adjournment

The Council said the Synodal Prayer.

### **Finance Update**

Teresa shared the Statement of Financial Position and Statement of Activities as of 1/31/2024. Through 1/31, 64% of budgeted income has been recognized; 55% of budgeted expenses have been used. Highlights from Teresa's report and council questions: The new lease with Immaculata (which we are still waiting on due to discussions about length and renewal) will require them to pay 85% of expenses based on square footage; Immaculata will begin renting cafeteria and gym. St. Leonard will maintain the calendar and it will be important to get parish events on the calendar before it is booked. First weekend Sweets and Bites and Donuts are on the schedule. Expenses: Utilities are tracking well; salaries are tracking lower due to vacancies; excluding surprise repairs (paid from savings) we are tracking below budget.

A question regarding threshold/criteria for bids and price quotes was asked: three bids must be obtained for an expenditure over \$20K, e.g. roof repairs; St. Leonard tries to get three bids/quotes on expenditures that are over \$2K. Regarding a question about membership, Teresa reported the short term looks good; long term we will lose members, especially due to deaths of older parishioners. Sharon Bidwell suggested a forum in the cafeteria and have



allow people to ask questions and provide more spiritual growth opportunities. Sharon was asked to share her dreams and plans moving forward at the March PC meeting. Someone suggested additional planned masses should always be added to the marquis.

### **Organization Update**

Julia provided an overview of the purpose and process for the recent organization update. Key leaders including PC chairs (Julia and Mary Masick), Finance chairs (Teresa and Dutch) and Tom Stocker and Greg Whollheb came together to review staff organization in light of vacancies, budgets, leadership and effectiveness. The group met several times during December and January to propose a new organizational structure. Members of the SFR team met with Fr. Johnson and Sharon Coonan and Sharon Bidwell as the process began. Julia and Teresa met with Sharon Coonan and Sharon Bidwell to discuss their roles and dreams, and share additional resources they may need to support their role. The final proposal was reviewed with Sharon Coonan, Sharon Bidwell, Fr. Johnson and Fr. Chandler (responsible for priest personnel at the Archdiocese). The proposal was accepted and is being put into place. Fr. Johnson shared with the PC that he does not know what the long term looks like. Ray Triplett voiced his strong objections to the process and the outcome. Other council members expressed their concern about the process. The outcome was supported. Council members made good suggestions about advising and updating the council to ensure transparency, including meeting more frequently if needed via Zoom or Teams.

### **Project Management Guide Proposal**

Ray, Mike and Julia met between meetings to review the PMG. A revised one-page Project/Activity Proposal form was shared with the council and approved. (NOTE: The SFR PC approved the form at their meeting the following week; SFR spaces were added to the form). Mike also created a Google form to collect the same information electronically.

### **Meeting Attendance to share new Mission Statement**

Julia shared the Mission Statement with the Parish Life committee. Other council members will report on their assignments at the next meeting.

### **Committee Reports**

Administration report was sent to members prior to the meeting. The Parish Life Committee report was distributed at the meeting. No other committee reports.

### **Adjournment**

The meeting was adjourned with prayer at approximately 7:20PM.

The next meeting will be March 5, 2024, at 6:00 PM.

Respectfully submitted,  
Julia Bauscher, Chair