

St. John Chrysostom Parish

Parish Pastoral Council Meeting Minutes

February 15, 2016 – 6:45 PM – Stevenson Center

Present: Father Ed, Lynne Schofield, Carly Tolson, Kevin Haggerty, Chuck Zech, Mary Chollet, Debbie Traini, Susan Hackett, Brian Larson, Marianne Duffy, Neil Sheehan and Caroline Tamaccio

Opening Prayer – Mary led the group with a blessing prayer

I. Ministry Report – Mary

- Mary reminded members that the next Ministry Leadership meeting will be held on Sunday, March 12th at 12:30 PM.
- Caroline Tamaccio was introduced as our new Youth Group leader. Caroline is a member of St. Bernadette of Lourdes' Parish in Drexel Hill. Caroline provided her background followed by an introduction by each of the Council members. She is one of only 25 dedicated Youth Ministers in the Archdiocese. Caroline indicated the group's next service project will be the Random Acts of Kindness in Media in March.

II. Father Ed Report

- Father indicated that, as permitted by the Archdiocese, a Communion Service may be held in lieu of a weekday Mass. At this time, the Communion Service will only be held in lieu of a Mass in the case of an emergency. Deacons, Acolytes and Extraordinary Ministers of the Eucharist are all permitted to lead Communion Services. The first Communion Service at St. John's was held during the past week and it was generally well received.
- Father indicated Tom Grogan will make a presentation regarding the status of the Parish Life Center. A group of parishioners and Father Ed have been working on the planning for the project for the last eighteen months. At this point in the meeting Tom Grogan, Rosemary Endres, Business Manager and Mark Vacha, Glenn Ward and Tom Smedile, members of the Finance Council, joined the meeting.

III. Parish Life Center Presentation – Tom Grogan

- Tom described the primary need for a Parish Life Center is to provide space for the dozens of ministries at St. John's to allow them to continue to grow and prosper and serve their various constituents. Meeting space on St. John's campus is extremely limited and in many cases limits the ability of groups to meet on Campus.
- A group of twelve parishioners with various backgrounds, including architects, contractors, attorneys, finance professionals and Parish employees, have been working on the project.
- A secondary need for the Parish Life Center is to provide adequate meeting space for the six full time and eight part time employees of the Parish. Currently employees share extremely limited working space with very limited conference room facilities in the Parish House. The Parish House also serves as the home for our Pastor and visiting clergy as well as provides limited meeting space for Ministries, primarily in the Stevenson Center and the dining room.

- The Parish Life Center plan involves converting the vacant convent building into the Center. The convent, which has been vacant for approximately three years, is in need of repairs and asbestos abatement.
 - While the convent could be demolished and replaced with a new facility, the demolition is estimated to cost \$100,000 in addition to another \$100,000 for asbestos abatement. Significantly, building a new facility is estimated to add substantially to the cost. The higher cost is due to the expense to replace the basic infrastructure of the building as well as to comply with additional zoning requirements that may not be needed in the renovation of an existing facility.
 - There has been no final decision made to renovate the convent, build a new facility or do anything at all at this point. However, the consensus among the Parish Life Center Committee is that a renovation of the convent space will be the least costly and least time consuming approach to the development of a Parish Life Center. Finally, eventually something will need to be done to the convent to prevent further deterioration of the building.
 - Based on the concepts developed by the group, architects Debbie Traini, AIA, and John Bowie, AIA, developed detailed architectural drawings, which have also been reviewed independently by a structural engineer. The draft plan provides for multi-use space, including several meeting rooms on the first floor, office space for all of our Parish employees and a small conference room on the second floor, a meeting room, primary bathrooms and a warming kitchen in the basement. In addition, an elevator, outside porch / meeting area, new covered entrance way, walkways and garden are envisioned as part of the Center.
 - Estimates for the building conversion renovation and new building alternative have been developed internally and independently by an outside estimator.
 - The current schedule contemplates obtaining bids from contractors in the next month or two.
 - Renovation is estimated to take 13 months.
 - Various Parish council members asked questions including the use of environmentally friendly building products and methods, the cost of utilizing a fundraising professional and opportunities to beautify the façade of the convent building. Additional questions should be sent to Tom or Debbie.
 - A discussion was held regarding the financial feasibility of the project, including approaches for presentation to Parishioners. Suggestions including town hall meetings, before and after artist's renderings and the strong need to meet the needs of our ministries.
 - The next several steps, after the contractor bids are received and reviewed, include presentation to parishioners, obtaining a financial feasibility study, obtaining Archdiocesan approval, and engaging a fundraising firm.
 - The Parish Council complimented Tom, Debbie, Father Ed and the Committee for their hard work and dedication to this important project.
- IV. Closing Prayer – Carly led the group in a closing prayer.
- V. Next Meeting will be held on Wednesday, March 15th.

Respectfully submitted, Kevin Haggerty