

St. Benedict Catholic Church

Parrish Building Committee

Minutes

March 27, 2008

In attendance: Butch Enderle, Doug Ingalls, Pam Ingalls, Steve Klima, Jeff Klimek, Kye Lehr, Fred Murillo, Joe Preston, Mary Preston, Deacon Lynn Sherman, Greg Tencer.

Opening Prayer: Led by Deacon Lynn at 7:10 pm.

Minutes: A motion was made by Steve Klima to approve the minutes of the March 6, 2008 meeting, seconded by Butch Enderle. Motion approved.

Old Business: The committee discussed that although not a large amount of additions had been made to the Town Hall lists, Parishioners had the chance during the entire Lenten season and many had looked over and added items to the lists. That information has been put into separate spreadsheet forms and the Committee reviewed these making additions, deletions, and changes. Pam Ingalls will incorporate these changes on the Master spreadsheet and email it to Greg Tencer, Jeff Klimak, Deacon Lynn and Butch Enderle. Greg and Jeff will print it on a plotter and provide it to Committee members at a future meeting.

The need to develop two sub-committees was discussed. A Data Gathering committee would contact different ministries to determine their specific needs. For example, if meeting space is a need, what square footage would be required? This information, along with other information gathered, would be given to a committee formed to specifically work on the Request for Proposal (RFP).

Greg Tencer will head the RFP Sub-Committee as Chairman and Doug Burrer, Doug Ingalls, Jeff Klimek and Joe Preston were selected to work with Greg and Deacon Lynn on that sub-committee. Doug Ingalls will take notes during these committee meetings and keep everyone up to date.

Butch Enderle will head the Data Gathering Sub-Committee as Chairman. Harriet Bauer, Steve Klima, Joyce Crawford, Angelo Pinterpe and Mary Preston were selected to work with Butch and Deacon Lynn on that sub-committee. Pam Ingalls will take notes during these committee meetings and keep everyone up to date.

Deacon Lynn stated he has examples of documents used by the Building Committee of Our Lady of the Pines (OLP) that we can review for ideas in creating our own documents. Due to the number of documents, he will check with our Web Master, Ron Comfort, to see if he can post these documents on our web site for password protected/limited access by committee members.

Greg discussed getting a “fencing party” together for fencing in a portion of the property and that we should put something in Sunday’s Bulletin about this and that we’re starting to collect materials for the fence project. Parishioners could then donate T-posts and put them behind the garage at the Parish House. Five to Six and a half feet T-posts are needed. A discussion on the number of T-posts needed would be determined by whether we place the posts 10 or 15 feet apart. We’ll want to set a date for the fencing party before the First Mass date is set.

Fred Murillo gave an update on the progress of the First Mass committee. As the proposed date of June 1st would conflict with Bishop Sheridan's schedule, the committee is considering a date in August and combining the Mass and the Parish picnic. Butch Enderle stated that date for the picnic must be scheduled not to conflict with Holy Apostles or OLP as we borrow items from them. Deacon Lynn will check with them to see if our proposed date would work with their schedules. After a brief discussion regarding the First Mass and the terrain of the property, Deacon Lynn stated he will give Hector DeAnda, a parishioner who is also an excavator, a call and have him contact Butch to coordinate going out to look over the church property. KOAA TV's interest in covering the Cross Dedication was discussed and Deacon Lynn will check with Father Paul regarding his schedule for the Cross dedication, which is tentatively scheduled for April 6th or 13th.

New Business: Deacon Lynn showed the committee a Needs Assessment document from St. Gabriel the Archangel Parish. This document has ideas and examples that we should look at when preparing our own documents. It will also help the Data Gathering committee.

Deacon stated that he will be out of town April 7th through 9th and will be presenting a Needs Assessment for Rectories at the Diocese meeting of the North Metro Deanery.

A status on the Project Proposal Letter was made by Deacon Lynn. Since the last meeting he has made the changes suggested by the committee and included two elements from the past survey which shows Parishioners are willing to make an offering to the capital campaign while not dropping the Sunday offering amount. After Jim Buswell, Larry Besch and Joe Bauer finalized the financial numbers, the letter was given to Father Paul for review (and review by one of his Parishioners who is also a member of the Diocese Building Commission) before submission to the Diocese Building Commission at their April meeting.

Greg stated that the RFP and Data Gathering Sub-Committees should meet before the next Building Committee meeting. He also discussed that several people had approached him for the date of our Building Committee meeting so they might attend. Butch Enderle said that our meeting dates should be listed in the Bulletin and that we should designate a specific area in the Bulletin for St. Benedict's future plans. Deacon Lynn will handle that and get the information into the Bulletin.

Greg mentioned that if we can obtain a Van, Father Brad could arrange for Committee members to take a trip to Denver to visit Churches there to gather information and ideas for our Needs Assessments and future planning. It was agreed that this would be a good idea.

Meeting dates were set:

The first meeting for the RFP and the Data Gathering Sub-Committees was set for Thursday, April 3, 2008 at 7:00 pm at the Parish house.

The next Building Committee meeting was set for Thursday, April 17, 2008 at 7:00 pm. This meeting will cover progress of the RFP and Data Gathering Sub-Committees and any results from the Diocese Building Commission meeting.

Pam Ingalls will send reminders to Committee and Sub-Committee members by email prior to each meeting date.

Closing Prayer: Led by Deacon Lynn at 9:30 pm.