

**Pastoral Council Meeting Minutes  
St. John's Cathedral Parish  
September 7, 2016**

**Council Members**

Kerry Ellen Elliott, Chair  
Justin Malsam, Vice Chair  
Brad Jahn, Secretary  
Miguel Duarte  
Gigi Ferreira  
Alfonso Leon  
Matt McGarry  
Angela Moran  
Adam Pereira  
Gordon Pirrong  
Jake Timmons  
Daniela Ysursa

**Members Absent**

Matt McGarry  
Angela Moran  
Gordon Pirrong  
Jake Timmons  
Daniela Ysursa

**Rector**

Fr. Jerry Funke

**Staff**

Oralia Lorenzana  
Deacon Tom Dominick

**Guests**

Russ Phillips  
Dick Pavelek  
Kevin Blankmeyer

1. **Call to Order by Chair:** 7 PM
2. **Opening Prayer/Spiritual Message:** Gigi Ferreira
3. **Approval of 4/6/16 Minutes:** Justin Malsam moved to approve the minutes and Brad Jahn seconded: Motion was carried.
4. **Introductions of New Members:** Council members and staff introduced themselves. New members include: Gigi Ferreira, Alfonso Leon, Matt McGarry, Angela Moran and Adam Pereira.
5. **Life Touch Presentation:** Church Directory-Kevin Blankmeyer
  - a. Representative Kevin Blankmeyer made a presentation to the Council offering church directories that connect photographs with names of parishioners. Life Touch provides free to the Parish professional portrait sessions for members with no sitting fees, 8x10 family portrait with the church directory image of their choice and a printed directory, plus St John's receives extra copies for growth and outreach.
  - b. Members can purchase additional portraits & collections in several different sizes and combinations, portrait frames, portrait borders & multi-image portrait products, several portrait finishes with different textures and mountings, portrait greeting cards, and a portrait image CD.
  - c. Council members expressed concern in finding Parish volunteers willing to organize and schedule photo sessions, and then follow-up with parishioners. Also it was suggested that Life Touch would be a convenient way for members to obtain professional quality portraits who might not otherwise have time to have family portraits taken.

- d. No action or recommendation was taken regarding the Church Directory and the matter can be revisited in later Council meetings if interest exists.
6. **Building Committee Projects Update:** Russ Phillips and Dick Pavelek
- a. *Cathedral Exterior Stairs:* Due to deterioration of the rebar and concrete in the steps, the Hays and 8<sup>th</sup> Street stairs need to be replaced. Russ Phillips from Insight Architects and Dick Pavelek from the Cathedral Building Committee presented two options for the Project. The first is to replace the stairs in a manner consistent with the current configuration and the second (option D) was a split design for the 8<sup>th</sup> Street side with two descents utilizing sandstone (new and recycled) consistent with the Cathedral. North End Historical Society approval is required. Six-month construction timeframe is planned for June through November 2017. Preliminary cost estimates are \$250,000 to \$450,000 depending on design option approved. New design is proposed to include thermal deicing. Pastoral Council was requested by the Chair to make a recommendation on a preferred design option. Parishioner informational presentations are planned for September 18<sup>th</sup> and October 2<sup>nd</sup> and 9<sup>th</sup>.
  - b. *Cathedral Stained Glass Window Restoration:* Lead in the Cathedral windows is over 100 years old and needs to be replaced. The deterioration of the lead presents a significant structural problem especially to the St. Cecelia window behind the choir loft. This major project will require removing each window for off-site repair. Bids for the project are expected in September and October. Restoration is estimated to take up to 10 years at a preliminary cost estimate of \$80,000 to \$150,000 per year. When completed, protective insulated glass will be installed on the outside of each window and the stained glass colors will be visible from the street.
7. **St. John's Parish Strategic Plan:** The 2016-2017 Strategic Plan was adopted in August 2016. The plan will be presented to the relevant ministries for implementation through Father Jerry and Oralia Lorenzana, Pastoral Associate. The Strategic Plan goal is to increase Mass attendance and Offertory by 5% compared the last reporting period. Chair requested the following information from Oralia Lorenzana:
- a. 2015 Kenedy Report numbers on Average Mass Attendance
  - b. 2015 Registered Families
  - c. 2002-2015 Annual Offertory Contribution Line Graph
8. **Rector's Report:**
- a. *Cathedral air conditioning now repaired.* Second collection at Mass raised nearly \$25,000 with the balance of the \$80,000 to \$90,000 replacement cost to come from the Cathedral endowment. Also, the church water main was replaced at a cost of \$10,574.
  - b. *Parish Staff Update:* Mirelia Jil is a new administrative assistant. Parish is making necessary adjustments to comply with new labor laws that will take effect in December. Employee status as exempt or non-exempt will impact the budget.
  - c. *Sunday Visitor:* The offertory enhancement program coordinated by Sunday Visitor will be implemented September 18<sup>th</sup> and 25<sup>th</sup>, and October 2<sup>nd</sup>.
  - d. *Safe Church Summit October 4<sup>th</sup> and 5<sup>th</sup>:* Cathedral of the Rockies will host a meeting of local churches to review and plan for threats to churches and parishioners from gun and other violence or attacks.

Those attending from St. John's include: Oralia Lorenzana, Bill Maddox, John O'Hagan, Daniel Gamboa and Alberto Jaramillo. Any other St. John's parishioners who wish to attend may do so free of charge. If interested, contact the Parish office.

- e. *Block Parties*: Three successful block parties were held this past summer where parishioners and neighbors shared food from vendors and listened to music. Plans are to continue the events.
  - f. *Circus McGurkus*: The event will be held Sunday, September 18<sup>th</sup> from 3 to 7 PM.
  - g. *Hot Topics Saturdays 9 to 11 AM*: Event includes brunch and on Saturday, September 14<sup>th</sup> will feature artist Stephanie Wilde who created the angels that surround the Tabernacle in the Day Chapel.
  - h. *Priest Retreat*: Scheduled for September 26<sup>th</sup> to the 29<sup>th</sup>.
  - i. *Crab Feed*: This year's St Joe's School fundraising event and auction is scheduled for Saturday, March 4<sup>th</sup>.
9. **Council Members Forum**: On a trial basis, Council agreed to allow a coffee truck to be available for Mass. Concerns expressed: 1) that the truck not be parked directly in front of the Cathedral along 8<sup>th</sup> Street, 2) that parishioners would be notified that they were not to take coffee into the Cathedral, 3) after the trial run, continuation of the coffee truck would be reviewed by the Council.
10. **Next Meeting**: October 5, 2016
11. **Closing Prayer**: Father Jerry
12. **Adjournment**: Meeting adjourned at 9:50 PM

*Submitted by Brad Jahn, Pastoral Council Secretary*