

St. Hildegard Catholic Church
Parish Council Minutes
March 17, 2016
7 PM – Rectory Basement

Attendance: Fr. Frank, Myron Rogstad (Chair), Jason Coombs, Shawn Heilman, Gary/Coreen Richter (Vice-Chair) and Pat Anderson, Business Manager

Fr. Frank led the opening prayer.

Myron Rogstad called the meeting to order.

Review and approval of meeting minutes of February 11, 2016

Jason moved to approve the February 11, 2016 minutes; Gary seconded the motion; the motion passed.

Committee Reports

Financial:

Financial Statements

- Pat distributed the Parish, Altar Society and St. Gerard's statement of financial position as of February, 2016; the July 1, 2015 – February 2016 statement of activities and the February 2016 dedicated account report.
- Coreen moved that the financial reports be approved; Shawn seconded the motion; the motion passed.
- Pat reported the recent invoice of \$1530.82 from Northern Plains for the repair of the furnace in the rectory. The furnace parts were primarily under warranty so the majority of the cost was labor.
- Two \$5000 CDs will be coming due on March 24; it was recommended to cash them in with upcoming expenditures for painting and statues.

Maintenance/Capital

Statues

- The statues are in Fargo and need to be unpacked and a seal put on the white marble. Jim and Father will make a trip to Hurleys to look at them when they are ready.

Electrical

- Father needs to get a list of the electrical repairs from Jim Heisler that is needed for the church. It was recommended that when the basement kitchen is done for electrical that we have the electrician do everything needed for the church at that time.

Caulking Bids

- Bids for the caulking were tabled. Myron will be meeting with Greg regarding filling the cracks in the concrete for his recommendations on what will be needed.

Kitchen and Office Cabinets

- The bids from Michael Baumgartner Construction and Rogstad Construction were reviewed for the east and west kitchens. Myron Rogstad provided a bid from Rogstad Construction for the cost of new cabinets and installation in the office. Action: 1) Myron will give Dan Vondrachek the cabinet measurements for both kitchens and the office to determine if we can obtain the cabinets at a potentially reduced cost. 2) Myron will call Jim Heisler to obtain information on potential donors and the amount that has been pledged. Altar Society has pledged \$10,000 and St. Gerard's, \$7000 towards the project.
- A resolution will be needed for the project and submitted to the Diocese of Bismarck. The resolution will need to contain the bid and cost proposal as well as the funding details. Our goal will be to firm up the costs for the project, obtain donor information and write a resolution in April. Action: Myron will bring to the next council meeting the information on the kitchen and office project costs and potential donor information.

Liturgy, Ministries, and Evangelization

Triduum Liturgies

- Men are needed for washing of the feet at the Holy Thursday Mass and volunteers for adoration.

Diocese of Bismarck's 2016 Stewardship Days

- The Diocese of Bismarck will be hosting a Stewardship Conference on April 22 (1:30 p.m. – 7 p.m.) and on April 23 (8:00 a.m. – noon) at the Ramkota Hotel, Bismarck. The council members were asked to let Pat know by April 6 if interested in attending one or both days.

Education, Vocation and Youth:

- First Communion will be May 1 followed by a parish potluck.

Unfinished Business:

Collection Handling

- Pat reported that the new collection policy has been implemented and a counter is coming in on Monday mornings to assist with the counting. The process is working well.

Emergency Preparedness Policies

- The defibrillator has been checked and new parts ordered and received. Myron will have his son Casey stop by and get the defibrillator set up.
- We will need to develop and implement emergency preparedness policies.

New Business

Catholic Order of Foresters Court

- St. Hildegard is now home for a local court of the Catholic Order of Foresters. A Meet and Greet will be held March 19 and 20 following Mass to introduce the Catholic Order of Foresters to interested parishioners.

The Banquet

- Pat was contacted by Marion, the coordinator of The Banquet at Trinity Lutheran Church in Bismarck. She has invited our parish to participate in The Banquet mission to purchase a meal, help prepare and serve it to the hungry, needy and lonely neighbors in the Bismarck-Mandan community. Action: Pat will contact the Altar Society (Sheila Scholl) and provide her with Marion's contact information for follow up.

Right to Life Donation

- The ND Right to Life is asking for a donation to help host a 3 day-teen camp to teach ND Teens how to successfully argue for the rights of the most vulnerable. Jason moved to send a \$400 donation to ND Right to Life; Shawn seconded the motion; the motion passed.

Next Meeting/Closing Prayer

The next meeting will be Monday, April 11 at 7 p.m. in the church office. The meeting was ended with the closing stewardship prayer and adjourned at 8:50 p.m.

Addendum: the meeting was postponed until the kitchen remodeling bids would be available.

Respectfully submitted,



Pat Anderson
Business Manager