

**St Thomas More University Parish**  
**Parish Council Minutes**  
**2 June 2009**

Members Present: Father Ray Ackerman, Charlie Kenney, R.C. Davis, Carol Hoffman, Sam Snow, Brigid Brink, Sims Beeler

Absent: Deacon John Pigott, Deacon Tom Schott, Bill Huntington, Eric Anderson, Jennifer Grove, Ben Ballard

**Opening**

1. Opened meeting with prayer at 7:02 pm.
2. Holy Trinity, Cycle B Gospel was read aloud followed by discussion.
3. The 16 April 2009 minutes were approved.
4. Charlie reviewed meeting agenda.

**Pastor's Report**

1. Fr. Ackerman considered the Faculty appreciation dinner a success.
2. Likewise, the Parish Council Retreat went well, in his opinion.
3. The Staff Calendar planning completed for 2009-2010.
  - a. The Staff Retreat is scheduled for next Lent.
  - b. A joint Confirmation celebration for 2010 is being contemplated and discussed between the three Norman parishes.
4. Ken Kenworthy has been approached for financial assistance regarding the construction of the new building. Mr. Kenworthy requested time to consider the request.
5. A Benedictine priest will fill in for Fr. Ackerman during the latter's vacation this month.

**Business and Planning Committee Report**

1. RC distributed a Report regarding the Finance Council and a Card Lock System for the two main doors (see copy of report appended to the end of the Minutes).
  - a. New lock systems:
    - i. Magnetic system would be susceptible to compromise in the event of a prolonged power failure. Bid price: \$6500.
    - ii. Mechanical system could sustain power failure. Bid price: \$8500 to \$9000.
    - iii. Override keys can be made available for either system.
    - iv. Card keys to be programmed in parish office.
    - v. Installation of mechanical card lock system approved by Parish Council by majority vote.
    - vi. Fr. recommended bid be submitted to Finance Council for approval.
  - b. Finance coordination:
    - i. RC has discussed with Becky Fleming possible ways to improve communication between Parish Council and Finance Council.
    - ii. Charlie suggested establishing a firm Finance Council constitution defining number of members, term lengths, etc.
    - iii. To keep the Finance Council in the loop, it was suggested to begin sending the PC minutes to the FC members.
2. Facilities Planning:

- a. At the last meeting the following design modifications were requested:
  - i. An expanded kitchen.
  - ii. Inclusion of a half bath.
- b. Next FP meeting scheduled for July 1<sup>st</sup>.

### **Organized Participation Committee Report**

1. Request made to realign Parish Picnic with St. Thomas More feast day (June 22nd). Resolution was not resolved.
2. It was suggested that the PC minutes could be sent to the leaders of all the major parish groups and committees in order to establish better communication between the PC and the rest of the Parish.
3. OP Committee scheduled to next meet on July 27<sup>th</sup>.

### **Communications Report**

1. Eric Anderson assigned/volunteered to submit or oversee submittal of event announcements to local print media.
2. Sam Snow assigned/volunteered to construct or oversee construction of a single master calendar for Parish which would be accessible from the Parish website.
3. The idea of constructing a Parish e-mail directory as a means for sharing general notices, information, and reminders was discussed. No definite plan was agreed upon.
4. PC invited to explore other parish websites in order to glean ideas on how we might improve our own website.

### **Closing**

1. Meeting closed with prayer around 8:28 p.m.
2. Next meeting scheduled for 6 August 2009 at 7:00 p.m.

### **RC Davis' Report to the Parish Council:**

St. Thomas More Parish Council Meeting

2 June 2009

Report from RC Davis-Undiano

#### **1. Finance Council and Parish Council:**

I am proposing to regularize communication and coordination of activities between the Finance Council and the Parish Council. I think that this goal can be met if the Parish Council hosts representatives to the Finance Council at its meetings 4-6 times a year. Also, I propose to meet with the Finance Council on a regular basis, at least two times a year. These meetings should facilitate early discussion of potential projects and expenditures at STM.

#### **2. New Card Lock System at STM:**

We are talking to Don's Mobile Lock about installing a new locking system on the two doors of STM. This system would work with plastic cards ("proximity" cards), and there could also be a few actual keys for the building that could work as "override" keys. There

is no way that a power failure could lock people in the building during mass. With this system, the doors would always open from the inside. We would be able to program individual cards to open the doors at different dates and times, and the system will hold settings for as many as 2000 different cards.

With the new system, all of the old keys out there wouldn't work any longer, and the Parish office could issue cards to everyone who needs one so that the Parish office would actually know who has access to the building, which isn't the case right now. There would be the capability of giving a card to as many people as should have access (we could also continue to let the old keys work, but that option seems to defeat one of the main reasons for having this system). Also, individual cards could be deleted from the system whenever the need for that person to enter the building has elapsed. The cards are easy to program, but each card does cost \$4, so we would always want the cards returned to the office when they are no longer needed. I believe that the system gives us an initial 50 cards, and it's easy to buy more. The locking system also keeps track of the last 1000 entries into the building, and that could be an important security feature.

Don's Mobile Lock is working up a new bid to install this system, which we'll have in a few days, but I'm not anticipating that the cost will increase significantly. The total cost for the installed system should be between \$8,500-\$9,000. I will submit this bid to the Finance Council and the Parish Council, and if we want to go forward with the installation, ordering in the parts will take just a few days. The installation would take only 3-4 days. This could all happen very quickly.