

Mission Statement: Encounter Jesus, Serve Others.

Minutes of the Meeting of the Parish Council
Our Lady of the Holy Souls Catholic Church
1003 North Tyler Street
Little Rock, Arkansas 72205
September 13, 2016

The Parish Council meeting was called to order at 6:10 p.m. by Barbara Grafe, President following the group photograph for the pictorial directory. The meeting began with prayer.

Members present: Tamara Ketter, Brooke White, Russell Hoerman, Joan Swenson, Jeff Byers, Ben Baldwin, ChrisChaffhauser.

Members absent: LuAnne Seay, Ben France

Approval of the Minutes: A motion was made by Jeff Byers to accept the August 9, 2016 Parish Council minutes as written. The motion was seconded by Joan Swenson, voted upon and approved.

Finance & Administration:

Shelley Tienken, Business Manager, reported that collections through August 31, 2016 are down \$21,563 to budget. It was reported that the purchase of a new server for the campus and the contractual agreement with Gibbs for HVAC repairs are the cause for increased expense to budget.

Building & Grounds:

Susie Williams reported the installation of the new section to the Columbarium is now complete. The ground preparation and 12 week permit process is complete for the School's fire suppression installation. Work will continue to be scheduled as appropriate during Thanksgiving and Christmas breaks and installation should be complete at the end of next summer. Three new HVAC units were installed in the school and lighting was changed from T8 to more efficient bulbs. New cafeteria tables were purchased for the Allen Center. Campus-wide Wifi has been installed.

We are working to upgrade the sound system in the church. The process will be completed in phases beginning with the microphones. Much of the equipment needs to be converted from analog to digital.

Gibbs was awarded the contract for maintaining and servicing the campus' HVAC equipment. Previously, there were three contractors servicing the equipment.

Discussion was held regarding the Soul Garden. The last team of volunteer coordinators has resigned with no one in place to take over. Classrooms have agreed to sponsor the raised beds for now. Concerns include ongoing maintenance, especially over the summer, and removal of dead bushes. It was suggested that we look for a Master Gardener willing to take on the project.

Education & Formation Commission:

Joan Swenson reported that the group is continuing to meet with Sam Denefe and have finished reading *Divine Renovation*. Joan is leading a group through the ACTS bible study which began today.

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Evangelization Commission:

Barbara Grafe reported that ZelenkaHerts-Gibson has resigned her position as she is moving her membership to another parish.

Parish Life Commission:

Brooke White and Tamara Ketter reported the upcoming schedule:

October 1st – Pet Blessing led by Fr. Tom Marks. A Girl Scout troop has volunteered to assist

October 6th – The Parish Council has been asked to provide and serve dinner for RCIA with the theme of “Comfort Food”. Commissions have been assigned items as follows: Parish Life and Social Concerns – Entrees; Evangelization – Sides & Bread; Education – desserts. Barbara volunteered to bring a ham.

October 29th – All Souls Fest. There will be a movie inside, following bingo. *The New Jungle Book* was discussed and approved for showing. Hot dogs will be served. Denise has been asked to have a Confirmation group assist in addition to the Boy Scouts.

November 19th – Holy Hog Happy Hour. The event is to be held in the parish hall with finger foods and perhaps watching the game.

Social Concerns Commission:

Chris Schaffhauser referenced the minutes. A letter asking for donations of new or gently used costumes for Our House should be available next week. Thanksgiving baskets will be delivered on November 19th and Christmas baskets will be delivered on December 17th. Paul Mammarelli has been asked if the Catholic High School Wrestling Team will assist in assembling and delivering the baskets. Angel trees will go up in the church vestibule by November 26th, allowing for four weeks of donations. Helping Hand will pick up their donations the week of December 12-16. All other organizations will retrieve their donations on December 19th.

Old Business:

Father John reported that the parish has declined to participate in the survey proposed by Dr. Rebecca Glazier, Associate Professor, University of Arkansas at Little Rock School of Public Affairs, citing the questions were too politically based.

New Business:

Barbara welcomed Rob DeGostin to the meeting.

Shelley announced that the parish has ordered 1,000 copies of *Resisting Happiness* by Matthew Kelly to be distributed at Christmas Masses. This will be our fourth year to distribute a book at Christmas.

Pastor Comments:

The Liturgy Committee has been formed and is reading the *General Instruction of the Roman Missal*.

A Music Search Committee has formed and started the process of hiring a new Pastoral Music Director by reviewing the current job description and position announcement. The position will be advertised by the end of the week. Lynn Bauman has announced his retirement and desire to not stay past the end of April 2017.

Father Udo will be preaching at all Masses on September 24th & 25th. Fr. Udo is paralyzed from the waist down as the result of a car accident.

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Everyone was thanked for their assistance/involvement with the funeral arrangements for Patrick Wilson. Patrick was involved with the Boy Scouts at Holy Souls.

All members are asked to please prayerfully consider nominating a qualified individual for any of the upcoming vacancies on the Parish Council.

There being no further business, the meeting adjourned at 6:50 pm.

The next Parish Council Meeting is scheduled for October 11th at 6 pm in the Parish Hall.

Respectfully submitted,

Shelley Tienken
Business Manager