**Minutes of the Meeting of the Parish Council**

**Our Lady of the Holy Souls Catholic Church**

**1003 N Tyler St**

**Little Rock, AR 72205**

**February 22, 2022**

Members Present:  Fr John Marconi, Shannon Callahan, Al Malzewski, Steve Hoffman, Nancy Stuart, Thomas Lipham

Guests Present:  Shelley Tienken, Laura Humphries, Jenny Ross, Amber Bagby, Sarah Richards, Samantha Minster, Andrew Baka, Susej Thompson, Nan Connell, Wendy Floriani, Stacey Matchett

1.      Call to Order – 12:00 PM

2.      Opening prayer.

3.   May minutes approved.

4.      Report of Committees/Commissions:

**A.** Finance & Administration – No financial report given. Fr. John reported that Holy Souls bought the house at 1020 N. Harrison which means the church now has the entire block. Tentatively it will be fixed it up and perhaps rented it until there is a long-term plan in place. We are still ahead with the Capital Campaign although we had one little set-back regarding the sprinkler system at the school.

**B.**  Buildings & Grounds Committee – Susie was out but had prepared the following.

**Major Campus Repairs**

Benedict House HVAC potentially up to $100k, current system one unit completely out and not repairable. Allen Center Electrical issues, found many things ungrounded and wired incorrectly.  potentially @ $6-8,000, under current evaluations. Allen Center Vent Hood System - system parts obsolete and out of code.  planning on summer 2022 replacement, reviewing 2 bids.  estimate around $50,000. School roof replacement of the 1992 section and Library roof, cost estimates coming in from $120 - $150k, still evaluating estimates.  Remaining portions under warranty until 2026 and will re-roof those at that time. Parish Hall AV system updates.  Complete overhaul, new inputs for presentations, sound tower, and projection system.  $15,000. Bell Tower cleaning and painting upon completion of the new school wing.  $12,000

**Construction update:**

The Fire Marshall did not pass the on site construction inspection Jan 10th, and we need to add fire suppression sprinklers to the crawl space since it has a utility door access.  It added 4-6 weeks to the interior work completion. Interior punch list still to be completed and exterior was delayed from labor and weather, hope all to be completed around the first of March.  After we receive the certificate of occupancy, the school can begin using the tutoring space, offices and STEM room as soon as available. PreK will move over the summer for the 2022-2023 school year.   Amber will plan on having an open house or some sort of reception when construction is complete for the parish and capital campaign contributors to tour the new building spaces.

**New Property Purchase:**

Purchase of the property at the corner from the Harkins estate, 1020 N Harrison.  No current plans have been made, we will evaluate the residence for repairs, updates and budgets needed, and then begin to plan for the spaces and what would be it's best use.  Now that Holy Souls owns the entire block it opens up more options for use of the property for the parish.

Fr. John stated Holy Souls had discussed purchasing this property in the past, the Diocese was well aware of this and were able to approve it right away. It was run by the Parish Council President and the church was able to purchase it before it went on the market.

**C.**  Faith Formation – Bishop Taylor has asked for a report for the Synod due by the first of March. In the past Holy Souls was known for its small groups, but currently only about four groups are active. Discussed the need for greeters at Mass. Main Event is the Lenten Mission with Steve Binz. Discussion also included a Return to Mass Campaign and bringing back the nursery for childcare during programs and Masses. Andrew reported that CYM has between 8 – 15 participants each week and thirteen are going to Stuebenville this year. Jr. high CYM has 22 participants with a high attendance of 38. There are 59 Candidates Confirmed. He has started an Ignite group at the school for the 5th and 6th grade to introduce them to the Youth Group. Next year he wants to start something for the 3rd and 4th grade. PRE/YFF has 43 enrolled with average attendance of 25. First Communion is the weekend of April 30 – May 1 at all Masses with 32 students. In the fall will be the Great Adventure Bible Study. The young adults have a retreat scheduled at the Benedict House.

**D.** Parish Life —Walking with Purpose has four groups with a total over 50 who meet 22 weeks a year. Funeral luncheons were going to start back, but were delayed due to the Omicron variant. We’ve begun taking Communion to Presbyterian Village again and to the homebound, but are not able to take it to the hospitals yet. On Holy Saturday will be the reception for RCIA. Men’s Club will hold a fish fry on March 4, March 18, and April 1. Ted Saer and Jim Goodhart will be ordained as Deacons and we will hold a reception for them.

**E.**  Social Concerns—Over the holidays the food boxes were distributed and Christmas gifts collected and disbursed. Last fall the grants were awarded. Discussed posting the thank you notes received in the bulletin and on the bulletin boards in the back of the church.

**F.**   Liturgy & Worship – The 10:30 choir will return soon; they took a break following Christmas. They are currently preparing for Lent. The praise chorus at 5:30 will also start again. The traditional choir will sing at the Easter Vigil and Sunday morning with smaller ensembles on Thursday and Friday.

5. Guests comments – Amber reported that the mask mandate at the school has been lifted and the morale of the school is amazing. The new STEM lab and office spaces are ready. Mrs. Jill Wingfield has been hired as the STEM Lab Coordinator. Shona Terrell has been hired as a teacher to take the vacancy left by Mrs. Wingfield. There will be no Raise Craze this year and will do Soul Night instead. There are 60 students graduating, but PreK only has 30 students.

PTO reported that the school is celebrating Super Twos-day. Pennies from Heaven is underway and the Mardi Gras parade will be in the parking lot with the Catholic High School Band. In March 9 and 10 is Community Night and they will show the movie “Like.” The HOP program will benefit Jericho Way and Settled Souls. Soul Night will be in Pavilion in the Park. The talent show will be held May 6. The General PTO meeting is on May 10. Field Day this year will be held on one day on May 20th and the last day of school is May 27.

6.      Old Business – No old business.

7. New Business – No new business.

8.      Pastoral Comments – Fr. John spoke on the Synod on Synodality and that the Holy Father wants to hear from the church. The Diocese has received a lot of information and they are preparing a report. He is excited about the upcoming ordination and looking forward to the Lenten season.

9.      Next Parish Council meeting -- TBD

Meeting adjourned at 1:10 PM

Stacey Matchett and Wendy Floriani, Reporting Secretaries