

**Cathedral of St. Mary  
Parish Council Minutes  
November 13, 2018**

Father August opened the meeting with prayer at 7:35 am.

Attendance (Those Present in Bold): **Father August Koeune, Carey Hartmann, Kelsey Kean , Ed Avery, Rosemary Barrett, Flossie Vance,** Maynard Richmeier, **Diane Gonnely,** Patrick Lane, Katherine Castaneda, **John Lynch, Renee Cudney,** Father Jaimon Dominic, **Father Andrew Kinstetter, Brian Greene** and **Jim Casey.**

October meeting minutes were approved after a motion by John Lynch and a second by Rosemary Barrett.

Financial Update from Father August: The audit is completed and it looks good. It recommended only some minor changes with regard to how some things are filed and it recommended a change in a job description. The Cathedral owns land donated seven or eight years ago in an oil field near Douglas, WY. It is worth about \$12,000. An oil company has offered to buy it for \$20,000. The Cathedral plans to accept this offer. Wine Fest went well, with 802 people attending. It is believed it made as much as last year (\$50,000) but the exact figures are still pending. A more complete financial update is being held in abeyance due to a recent death in the immediate family of an employee who composes those updates.

Old Business:

Parish Mission 2019: Council Chair Hartmann thanked the people who were responsible for establishing the two missions scheduled for 2019. Brian Greene briefed the council on the results of interviews of parishes in Colorado who have been successful at establishing small groups. Father August added the Cathedral already has a number of small groups, such as the Knights, Cathedral Guild, Social Concerns and Sacred Heart Prayer Group. Council Chair expressed that these do not attract people who are in their twenties. The committee involved in interviewing the parishes about small groups was asked to look further into what caused those parishes to be successful in this endeavor and to bring this information back to the Parish Council. It was stressed that the purpose of small groups is to help make the Cathedral more welcoming. A theme of the upcoming missions is hospitality, and the facilitators have stressed that this is difficult in a large parish like ours without small groups. Renee Cudney suggested book clubs as a way to initiate small groups, and she showed several books that might be possibilities. Jim Casey asked if the purpose is re-engage people, and, if so, he suggested we start groups concerned with parenting. He also suggested we seek to implement as soon as possible, rather than study this forever. There was a discussion about how parishioners may be unaware of exactly what small groups we already have, when and where they meet and what they do. Some members commented the bulletin and the website lack clear information about these groups to include when and where they meet. The same committee was asked to look at how to rectify this and report back to the Parish Council in the December/January time frame. The Cathedral has a booklet already which describes each ministry. The committee was asked to look at this booklet to see where it needs to be updated and then it should be placed in the vestibule of the church.

By-Laws: Social Concerns, Safety and Amazing Parishes will be asked to submit reports to future parish council meetings. These groups are not being asked to have a voting representative on Parish Council, however. Therefore, the by-laws are not being changed. It was decided to add to the regular agenda a

committee section. Social Concerns and Amazing Parish are the two committees that will report regularly.

#### Prior Parishioner Concerns:

Michelle Klawon in the front office will be asked to follow up with the ushers through their main contact about using discretion to not prop open the exterior doors in the winter at the end of mass when it is cold out.

Three Spirit and Song books have been placed in the cry room. Council Chair Hartmann will speak with Ellen Olsen about ordering more for both the cry room and the rest of the sanctuary.

Renee Cudney moved; Ed Avery seconded and the Parish Council voted unanimously to approve the following resolution "St. Mary's Parish Council resolves to commend the Most Reverend Steven R. Biegler, Bishop of the Diocese of Cheyenne, for the listening session on sexual abuse within the Wyoming Diocese. We want to affirm the Bishop with these listening sessions to continue throughout the state." Council Chair Hartman will handwrite this resolution in a thank you note to the Bishop.

Neill O'Donnell will be asked to post the parish minutes on-line in the future.

There was a discussion about what statistics the Parish Council should be seeing regularly. Council Chair Hartmann requested to know how the parish's data bases were being kept up so we know who is coming and going. It was discussed that the best measure we have at this time is the purging of names from membership if their Christmas letters come back in the mail. Council President Hartmann will speak with Michelle Klawon in the front office about how we can get information concerning membership changes and attrition.

Dropping the glass in the north chapel to make it into a true cry room has been discussed for several months. The hold up at this time is the need for an electrician to work on the sound system in the north chapel so that it comes on automatically and stays on whenever the microphone(s) in the main sanctuary are turned on. The volume control in the north chapel would be made inoperable. Father Andrew will speak with Neill O'Donnell to get a quote for making this happen.

Brian Greene moved; Flossie Vance seconded and the Parish Council voted unanimously to elect the following officers: Chair: Carey Hartmann, Vice-Chair: Kelsey Kean and Secretary: John Lynch

#### New Business:

Parishioner Concerns: Vice Chair Kean brought up an email from parishioner Chad Cox, an usher at the 4 pm Saturday mass, about a disruptive individual at that mass the prior week. He expressed several concerns related to safety and the need for better communication related to safety. Father August advised he had asked the Safety Ministry to come up with scheduled parishioners to act as eyes and ears at each Sunday mass. He would like these people trained to verbally deescalate disruptive people. John Lynch advised the Safety Ministry is discussing this; he advised there are some obstacles but it remains under discussion. Lynch advised he will take back to the Safety Ministry Chair a recommendation from the Parish Council that it set up verbal de-escalation training and open a dialogue with the ushers. Since the woman who disrupted mass has also disrupted at least one other church service, the Parish Council

recommended the front office get her picture out to the ushers and other ministries who might have contact with her.

Reports:

Cathedral Guild: Guild hosted one funeral reception, the general membership meeting and luncheon, the semi-annual healing mass and luncheon, a reception following the organ concert, a reception for the confirmation class and the vocation club luncheon.

Knights: No report.

Saint Vincent DePaul: Diane will be contracting for deliveries instead of relying on volunteers.

Saint Mary's School: No further report

Safety: Two items remain to be done to be in compliance with the March 2018 fire inspection (Seal holes between walls with fire safety caulk and get Father August a quote to connect the CO monitor in the basement to the monitoring service). In light of the amount of time this taking, John Lynch will email Council Chair Hartmann every week regarding the status of these two things until they are completed. Several lights have been out for some time in the north parking lot and John Estorga was requested by Father August on October 3, 2018 to replace those bulbs. There may be a need to invest in stronger lighting for both the north and south areas of the church as a deterrent since the lighting is dim even when all light bulbs are working. Some lights attached to the exterior were changed to motion detector lights. AEDs arrived. Training on their use is forthcoming. Training for staff on how to react in the event of an active shooter situation will be November 28. Only two parishioners reacted negatively directly to the Cathedral concerning the message in the bulletin that all prior letters from the Pastor authorizing concealed carry on the Cathedral grounds by non-law enforcement officers are rescinded. Three more doors are being added to the SALTO card key system. Doors on this system are the only doors that can do a quick lockdown if needed. Safety Team is still planning on a meeting with all medical professionals in the parish in the near future.

Volunteer Recognition: Chad Cox is the next quarterly recipient. The bulletin will again ask for nominations from the parishioners.

Youth Ministry: Renee and Kara are discovering that many students don't know their faith. The RE team is working on ways to educate parents and keep them accountable. Five students are going to the statewide Ride for the Brand convention with Kara.

Parish Survey Committee – nothing to report

Parish Events Noted: November 29, 2018 7pm Musical Adoration; December 1 & 2 Cathedral Guild's Annual Christmas Jewelry and Craft Sale.

Meeting was adjourned at 9:15am, following a closing prayer.

Respectfully submitted,

John Lynch  
Secretary