

Council Meeting
St. Jude Catholic Church & The Shrine of the Infant Jesus of Prague
April 28, 2022
1:00 PM Parish Hall

MINUTES

IN ATTENDANCE:

- The Very Rev. Fr. Romeo D. Jazmin, VF. – Temporary Administrator
- Kimberly Rogerson – Administrative Assistant/Bookkeeper II
- Parish Pastoral and Finance Councils

FINANCE

Calvin Holt
Roma Williams
John Walters
Jim Sauerbier

PASTORAL

Patricia Cook Damian Dwyer
Nita Holt
Gordon Tracy

Opening Prayer: Father Romy

- The parish Hall Meeting minutes from April 13th were approved and signed.

John Walters was welcomed to the Finance Council as a representative of the Shrine.

- John told the councils a little about himself.
- Letter of appointment to be drafted for Fr. Romy to sign.

Request made for all council members to submit a resume to be filed for the incoming priest.

Evaluation of Holy Week – No Vigils before 7:30 PM. (Follow Diocesan Guidelines)

Ministries/ Community Needs:

- What are the things that the community needs?
- Eucharistic Ministers can take communion to the homebound, the sick, and those in the hospital.
- Check with other churches in the area to see what they are doing.

Nita – Youth –

- Nita has contacted the Diocese and obtained a list of parishes the same size as St. Jude. Nita will be calling the parishes to see

what they are doing to keep or bring back their youth.
(Suggestion made by WC – Scholarship programs)

Budget:

The budget is due to the Diocese by May 15th.

To keep in mind-

- Priest food allowance – not to go over \$600.00 (Contact Fr. Romy with any questions.)
- Ministries – including estimated budgets for various ministries.
- Cut expenses to balance.

Set up a fundraising committee –

Suggestions – Fundraising Opportunities

- Spaghetti Dinners
- Fish Fry
- Bingo (Check with City)
- Bake Sales
- Christmas Tree Sales
- Spring Raffle
- Yard Sale

Set up a calendar of events.

Present to the parish after presenting the budget.

St. Jude:

- Parish Roof:

Vendor Selected – Tidewater Roofing

Estimated work to start in next couple of weeks, Materials are being ordered at this time. (Pull from the investment account to pay for the remainder of the roof.) A deposit of \$15,000.00 has been paid.

Gutter Estimates

- Work on gutters is under investigation. To be discussed later when more information is available.

- Tabernacle: Update
- Kim spoke with Edie Jeter at the Diocese.

St. Jude's tabernacle is on the list for the next fiscal quarter beginning July 1, 2022. Ms. Jeter will contact the office to schedule pick up when it is time. Edie has a matching votive holder for us.

- Kim is to contact Blessed Sacrament in Norfolk, to get the contact information for the woman who did the refresh and repair work on the crucifix at Blessed Sacrament. An estimate will be requested and will be forwarded to Edie Jeter to apply for financial assistance with both the tabernacle and crucifix.

- Rectory:

- Contractors

- Three vendors have been contacted.
 - Tom Jones Construction – Working on Estimate
 - Joyner Brothers Construction– Awaiting inspection
 - Discussion on when work will be done. Most likely not before the arrival of a new priest. (There was an offer made at the Parish Hall meeting of housing for the new priest from Cat Matta.)

- We are waiting for bids from vendors.

- Inventory furniture in the rectory and all other items belonging to the church.
 - Complete inventory of all church items.

- HVAC System – Update

- Installed and working nicely. (Completed and paid)

- Kitchen/Office HVAC - Compressor went out – No longer made – Installed 2006.

Two estimates were received – R.E.D.S Mechanical and Quality Aire – Quality Aire to submit comparable 16 SEER estimates.

- Set up online giving funds for the repair projects at Shrine and St. Jude (Kim) Completed 05/04/2022

- Jesus and Mary Statues in the Sanctuary (Approved) WC suggests there may be enough donations to cover the cost. WC and Kim are looking into it.

Shrine:

- Repairs:

- Basement and Landscaping to address the drainage into the basement

- Water is leaching through all four walls of the basement due to pressure from the water table.
 - The landscaping needs to be grated away from the church.
 - Gutters were suggested as part of the solution (Quotes are in process)
 - Overall Solutions mentioned-
 - Address High humidity in the church
 - Re-grate and change elevation
 - Install gutters

- French Drain
- The flow of water cannot be completely stopped – but it can be a controlled flow.

- Marble cracked – Altar

- Looking for a vendor to look at the altar and outside front door crack (Portsmouth vendor suggested. Pat Cook to call.)

St. Jude & Shrine:

- Finances:

Addition of Jim Sauerbier as an additional signature for investment accounts. (Shrine and St. Jude)

- Necessary paperwork signed and forwarded (Completed 05/02/2022)

- 75th Anniversary coming up next year – create a committee

Closing Prayer: Father Romy

PASTORAL COUNCIL CHAIR:

Nita L. Holt

FINANCE COUNCIL CHAIR:

Carlton J. Holts Jr.

ADMINISTRATIVE ASSISTANT:

[Signature]

PARISH ADMINISTRATOR:

Very Rev. Ronald L. Lee V.F.