

# **Spiritual Architecture Meeting Minutes**

**November 7, 2009**

**Present:** Fr. Bernie Carroll, Rodney Bell, Martin Gray, Christine Clementi, Wayne Young, Bill Dubuc, Marie Gazzola, Leo Yaskowich, Joe Martin, Catherine Feren, Therese Wright

## **Opening Prayer**

### **Discussion of Hall Renovations**

It was decided that any renovations to the hall would be deferred for now so that the focus of our energies and fund raising would go towards assessing the extent of asbestos in the church building and moving forward with the building addition for the office and meeting space. Asbestos was discovered in the dismantled confessional so now we are obliged to make an assessment on the entire building. Knowledge of where the asbestos resides will help in future as we begin renovations.

### **Set Budget for Fund Raising**

We decided that our budget number for fund raising would be **\$1.8 million**. It was the feeling of the Finance Committee that our parish would not be able to raise more than \$2 million. We have \$200,000 with the Diocese now, so at \$1.8 million should give us ample funds to build the office and meeting room space as well as phase 2, which are the renovations to the interior of the church and still stay within the comfort level of the Finance Committee. Our actual spend will always be tied to the funds that are actually committed and raised.

### **Time Frame for Fund Raising**

The goal is to begin construction on the offices and meeting room space at the rear of the church by September 1<sup>st</sup>, 2010. Working back from that, we only need to raise \$100,000 during the summer to reach the 50% of funds for construction to begin as per the Diocesan rules.

The Kick Off Fund Raising Dinner – Takes place the end of January. It is suggested that we use the dinner as an opportunity to communicate that the Feasibility study will begin on Feb. 1<sup>st</sup>. There is a need for some kind of short visual presentation to communicate what the Feasibility Study is and how we will move from there to fund raising. A sketch of our plans should be posted as well as a visual master schedule showing how the time line for funds raised meshes with a time line for the important milestones in the construction project.

Before Christmas, a master schedule of the project needs to be put together.

- A)** Joe Waters and Maria Gazzola to draft a time line showing funds expected to be raised over a 3 year time frame. This schedule will show when the Feasibility Study training starts and ends, when the Feasibility Study itself is carried out...start and end dates. When the fund raising starts and ends. How many \$ are expected to be raised over three years. All of this is shown on a time line. This funding analysis will drive the construction time line.
  
- B)** Wayne Young, Rodney Bell and Bill Dubuc will put together the construction time line with important milestone dates for the project. Then marry this time line to the Fund raising time line above so that it can be presented at the Banquet.

### **Altar Relocation**

Fr. Bernie and Rodney will take measurements at St. Joseph's this week. The dimensions of St. Joseph's church interior are very similar to our own and we like how they have relocated their altar.

The plan is to have a temporary platform built in front of the current altar. The platform will be the same height as the first 3 steps in the sanctuary. The front 6 pews on either side of the main aisle will be turned 90 degrees to face a smaller altar on this platform. The current altar will remain where it is for now. This temporary change is due to be completed in mid March. The purpose of this temporary change is to see how we like it and make any changes to this concept before we go to the architect with our final wishes.