

St. Chad's Building Committee 3
Meeting # 33
July 6, 2008

Attendees: Paul Apodaca, Susan Carson, Merri Jean Jones, Bo Keith, Debra Kincaid, Jan Kingsbury, Rich Lehoucq, Eileen Simpson, Richard Simpson, and Father Brian Winter

Members Absent: Bob Gough and John Kaltenbach

Handouts provided prior to the meeting:

Agenda

1. Richard Simpson, Vice Chair, opened the meeting and led the prayer.
2. Susan Carson moved the agenda be accepted. Eileen Simpson seconded the motion. The motion passed unanimously.
3. Jan Kingsbury moved the minutes of the June 15 meeting be approved. The motion, seconded by Susan Carson, was passed unanimously.
4. Paul Apodaca reported that no new information had been made available to him for an updated financial report. Paul stated he would email the new financial report to all BC3 when he obtains information from the Parish Treasurer.
5. Old Business.
 - a. **Gather input from Parishioners.**
 1. AI 31-2 (Collect questions for Terri Mathes to address at June 25 meeting). This action item was completed and is closed.
 2. June 25 meeting with Terri Mathes. Richard Simpson stated the session with Terri Mathes went well. Seven prospective facilitators and members of the Building Committee attended. Six facilitators have agreed to lead the small group gatherings. John and Phyllis Boyadjian and Danni Mutz have expressed interest to Father Brian Winter about being facilitators. Father Brian will attempt to contact them prior to his vacation to verify that they can attend on-the-job training at one of the small group gatherings before taking on the role of facilitator. Richard Simpson agreed to contact one of the facilitators to act as Lead Facilitator. One of the Lead Facilitator responsibilities will be to organize a meeting of all facilitators for the purpose of reviewing their tasks to ensure all facilitators are acting in unison.
 3. AI 31-3 (Schedule small group meetings). Jan Kingsbury reported that Cathy Conn has agreed to be coordinator for the small group gatherings. Cathy began her task in a gung-ho fashion, and met with Jan and Richard Simpson this past Thursday to review progress. The Communications Committee will be working with Cathy to get the invitations finalized and printed. Cathy will also be coordinating the follow-up calls for RSVPs to the gatherings. The gatherings are being planned with geographical areas in mind as well as demographic groupings. Jan Kingsbury made a motion the BC3 authorize the small group gathering hosts to claim up to \$20 in expenses for the event they host. Susan Carson seconded the motion. During discussion of the motion, an amendment was made to increase the expense reimbursement to \$50. The amended motion was passed unanimously.

Building Committee members will not attend any of the small group gatherings. Vestry members and spouses of BC3 members may attend.

It has not yet been determined how the information from the small group gatherings will be processed by the BC3 and the Vestry. Terri Mathes suggested inviting a process professional to assist us. There are a couple of professional process experts within the Rio Grande diocese.

It was agreed that the Building Committee needs more than just a numbers summary from the small group gatherings. It would be helpful to gain information about the mood of each group and comments that were expressed but not written on the Post-It Notes. A form containing a set of questions/criteria should be

prepared for each Facilitator to submit after each small group session, providing consistent reporting criteria. Richard Simpson asked The Communications Committee to design the summary form.

b. Financing.

1. AI 27-1 (Plan second stage building campaign). This action item is on the back-burner until the small group gatherings are completed.
2. AI 31-1 (Write bond sales summary). Susan Carson reported she will work on this next week.
3. AI 23-3 (Add Building Fund information to the new member letter). This action item is on hold, waiting for the action of the Stewardship Committee.

c. Fun-raising.

1. AI 19-3 (Shirt sales advertising). Rich Lehoucq indicated Leslea Lehoucq has the shirt sales PDF document ready to be placed on the web site. The document is to be inserted on St. Chad's front page as "Shirt Sales". An item at the bottom of the shirt sales PDF should be added stating "Proceeds go to the Building Fund." After the form has been added to the web site, Bo Keith indicated he would set up a display of shirts the following Sunday. Rich Lehoucq stated the form would be forwarded to Sara, Parish Secretary, to have it inserted in the monthly newsletter and for print-outs to be placed on the Ushers Table.
2. AI 23-2 (Plans for next fun-raising). It was agreed that since the BC3 is stepping back from active work during the small group gatherings, the fun-raisers would also be delayed during this time. Jan Kingsbury presented a suggestion for a fun-raiser after the gatherings are completed, possibly in October: hold an Oktoberfest following the second service, serve brats, and have games suitable for participants of all ages. Because the September and October church calendar is so full, fun-raiser planning will be temporarily postponed until the results of the small group gatherings provide us direction.

d. Building Design.

1. AI 23-6 (Recommendation on communion rail). This action item is deferred until an appropriate time.

e. Building Contractor Selection.

1. AI 14-3 (Building contractor selection). This action item is deferred until an appropriate time.

f. Other.

1. Richard Simpson stated he had talked with Chuck Wernle, Junior Warden, proposing to the Vestry they might wish to consider having infrastructure work done early (prior to building construction). This includes sewer and water work. An unknown is the effect the work would have if done prior to detail building plans being drawn.
2. "Effects of not building" paper. Rich Lehoucq indicated the document has not been finalized. Discussion centered on keeping the paper for internal use only and to keep the tone of the content positive. Very few comments have been received on the June monthly newsletter article, "Why You Should Not Support the Building Program", and no known negative comments have been relayed to any BC3 member, including Father Brian.
3. Richard Simpson noted that Terri Mathes provided an Episcopal Church Foundation document, containing information on what she has accomplished to date with us. The information is used within the ECF if her work needs to be handed off to another Foundation person.
4. Calendar. There were no new items to report. When surveyed who would be available for the July 20 BC3 meeting, only four indicated in the positive. There will be no chair, since both Bob Gough and Richard Simpson will be absent. Because a quorum does not appear to be reached, the July 20 meeting may be cancelled. Bob Gough will make that decision upon his return to Albuquerque.

6. New Business. There was no new business.

7. The next BC3 meeting is scheduled for Sunday, July 20 at 11:15 am, but may be cancelled due to many absences. The following meeting is scheduled for Sunday, August 3.

New Action Items

None.

Respectfully submitted,
Eileen Simpson
7/07/2008