

**The Community of the Blessed Sacrament
Pastoral Council Gathering - October 10, 2007 Minutes**

1.	<p>Purpose: Pastoral Council assists the Pastor in defining needs, establishing priorities and developing a vision for the future direction of the parish community.</p>
2.	<p>Attendees: Members: Joan Riskey, John Curtin, Dan Mahoney, Renee Gero, Mary Ellen Thomas, Jeanette Vernia, Fr. Patrick Robinson, Lori Finigian, Barry Wilson, Joe Wurtenberger & Jeanne Northrup Staff: Honora Norton, Marianne Canning, Mary Ann Bateman, Peggy Valaski Absent/Excused: N/A</p>
	<p>Guests:</p> <ul style="list-style-type: none"> • Finance Council Members: Fr. Patrick Robinson (Pastor), Lyle Scritsmier David Paddison (Finance Council Chair), David Schumacher Frank Dolasinki, Nate Johnson, Joe McInerney, Kathryn Marchwick, Ken Jacuzzi, Marianne Canning (Parish Finance Manager. Honora Norton (Parish Manager), • Facility Ministry: Mike Fires, Jack Coyle, David Dimnofria and Mark Thomas • Parishioners: Tom Thieken (CCF), Nick Petra, Rich Pawleko • Other: Jon Benton, Orcutt Winslow Architect
3.	<p>General Facility Handouts</p> <ul style="list-style-type: none"> • Jon Benton, Orcutt Winslow architect provided copies of: • Master Site Plan Concept #1 – 10.10.07 • Blessed Sacrament Needs Assessment – Space Needs Summary Revised 10.10.07 • Blessed Sacrament Needs Assessment – Master Plan Area Summary Revised 10.10.07 • Master Plan Phasing & Cost Projection Summary
4.	<p>General Comments</p> <ul style="list-style-type: none"> • This summer Fr. Pat, Honora and Jon met with City of Scottsdale Planning staff – and the city showed a favorable response to school being built on empty lot located in City of Scottsdale. Only recommendation besides following all building codes was redirect traffic of North entry to be ingress only. • Foundation for Senior Living: in Southwest corner of property. Rooms may be available after 6PM for parish use – otherwise not. This is a completely separate project managed by FSL. • City of Scottsdale recommends at County level to combine Scottsdale/Phoenix properties – to reduce number of setbacks • Remodel vs build. If > 50% change in building, then fire sprinklers must be added. Although most thought fire sprinkler systems a wise thing to add. • Overall OW drawing reflected interview findings – not comments in #5 below.

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**General Facility
Document Review**

5.	<p>Jon Benton, Orcutt Winslow provided an overview of the site plant, comments to be considered as part of next revision:</p> <ul style="list-style-type: none"> • Review gross space factors for office space – could be too low of an estimate • Specifically list St. V de P food pantry and drop off space requirements • Ensure location of Maintenance Shop not near youth – as flammable, paint &/or gas fumes/storage/usage could be dangerous – ensure fire wall safety • Ensure handicap & bathroom building codes (phoenix & Scottsdale) • Church: <ul style="list-style-type: none"> ○ Narthex: Preservation of courtyard more important than adding Narthex ○ Consider multiple-use cry-room & /bride's room • Current Chapel <ul style="list-style-type: none"> ○ Consider open/close wall between chapel and church, yet still accommodate firewall drop ○ Current Chapel needs bathroom facility • New Adoration Chapel: Include bathroom and security access. • Costs: <ul style="list-style-type: none"> ○ Specify any code requirements – i.e. fire sprinkler systems ○ Specify % escalation cost estimates for 1-10 years out ○ Specify Soft costs (20%) and Contingency costs (15-20%) ○ Address Energy cost saving (Heat, water, electric, lighting...) projections • Courtyard: <ul style="list-style-type: none"> ○ Indicate options to provide more shading within courtyard and walkways ○ Replace courtyard surface – now dated and unsafe – high priority ○ Consider new Fountain and Electronic Bell Chimes • Meeting Rooms; <ul style="list-style-type: none"> ○ Clarify Classroom (permanent vs multi use) i.e. Edge, Life Teen, Adult, elementary, nursery... ○ Clarify multi-purpose use – i.e. best options for seniors, RCIA, service groups... ○ Ensure multi-group storage available, A/V equipment and direct bathroom access ○ 2nd floor access: Stairways/elevators – need to clarify called to protect issues • Parking Lot – 380 = maximum parking – meets codes <ul style="list-style-type: none"> ○ Handicap access on all sides ○ Rework west and north west parking ○ Sports Court/picnic area enlarge, landscape and do not put close to rectory. ○ City of Scottsdale suggest 64th Street/Cholla Entry on North be entry-only • School: Heather will be asked to provide more data about student projections and needs <ul style="list-style-type: none"> ○ General: Consider security gating and automated key access
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		Action Items	Owner	Target
6.	Next Actions:	<p>1. Updated documents: See #3 above.</p> <p>2. General Facility Plan: Honora will forward any information received from Architect.</p> <p>3. Final Deliverable Review: Invite Finance Council, Facility Ministry, Staff Department Directors and parishioners (i.e. Nick Petra, Rich Pawelko) to the next Pastoral Council Meeting to review Final OW Deliverable and to initiate Parish's Facility Development Committee. The committee to address what, where, how large, costs, cost effectiveness of grouping projects and fund raising options.</p> <p>4. School Information: Provide information about student projections and space requirements</p> <p>5. Childcare: Contact Peggy Valaski to test/contract a professional childcare service.</p>	<p>Jon</p> <p>Honora</p> <p>Barry/Honora</p>	<p>Nov 2007</p> <p>On-going</p> <p>April 2007</p>
11.	Next Gathering:	<p>Date: October 10, 2007 6PM – Cancelled – next meeting Holiday Social 12/5 2PM</p> <p>Agenda: January 9, 2008:L General Facility Plan Discussion with Architect – Finance Council, Facility Ministry, Parish Staff Directors and parishioners involved in the Vision Planning process will be invited.</p>	<p>Heather</p> <p>Honroa/Peggy</p>	<p>Nov 2007</p> <p>2nd Qtr 2007</p>