

PPC Administration Commission

Jack Siersma, Chairman

The key areas of focus at present are finance, building, maintenance, and cleaning.

Our Notre Dame financial picture as of late October is steadily declining with collection income below budget and recent expenses above budget projections. A very recent analysis of collections versus expenses has confirmed that we are now operating "in the red" because our offertory income is down. Total operating expenditures are below budget, but not enough below budget to offset the reduction in collections. We will be making every effort to limit or eliminate spending in the near term as we try to bring expenses in balance with reduced income.

The GiFT campaign (GiFT I and GiFT II) are below hoped for levels as well. An immediate cash infusion is needed if we are to break ground by spring. With over 400 families registered in the Parish and many non-registered families attending Mass each week, the building project is desperately needed. Your help is needed.

Maintenance functions are either accomplished by the Tuesday work crew or by contract for specific needs. The work crew has been repairing parking lot and driveway cracks while also prepping the church trim for painting. A number of sections of wooden trim were replaced due to rot and deterioration prior to initiating a painting contract. Trim painting and pressure washing is almost completed while the siding painting awaits replacement of a large section of wooden siding which has deteriorated. A separate contract has been placed to cover siding replacement. Exterior doors had also deteriorated rather badly and will be replaced as well. Replacement of window putty / sealant has also been worked. Expenditures for these functions, though necessary, are contributing to our current operating deficit. Future projects will be closely evaluated in terms of cost vs. immediacy of need prior to incurring further major expense.

Minor maintenance tasks involving lighting and miscellaneous item repairs and replacement are under way as they are discovered. Many thanks to Bob DeRuvo and John Flanagan for their continued effort in support of these tasks.

The church cleaning crew led by Barbara Violette is to be commended for their consistent effort in maintaining the cleanliness and appearance of our aging facilities. It takes a lot of effort and energy to keep all areas as clean as we typically see them.

Cleaning Committee

Barbara Violette, Coordinator

Church and hall cleaning is going well thanks to all the following women: Dorothy Nachazel, Loretta DeRuvo, Ruth Hawk, Mary Lou Lamb, Pam Conley, Susan Pearson, Kim Horner, Judy Collins, Andrea Robinson, Barbara Violette and a new lady, Vicky Maddy. Anyone interested in helping clean, please call me, Barbara 639-0090. You will only be scheduled to assist about once every six weeks.

On November 4 we stripped and waxed the kitchen area of the parish hall. Bob Straub, Bob & Loretta DeRuvo, Jim Thompson, and Roger & Barbara Violette assisted with this task.

There will be a meeting on November 15 at 10:00 am to decide when to have a general cleaning of the Church before Christmas. The date for the cleaning will be in the bulletin.

Building Committee Activity

Bud Noe, Chairman

In September Johnson Architecture (JA) completed our Design Build phase blueprints for the expansion. Father John and I traveled to Knoxville to review and accept the prints. It was decided at this meeting that JA would send full sets of the prints to four jointly selected and interested contractors for the purpose of having them quote at this "phase level" to give us a better estimate of the total cost of the program.

We met with the contractors in September and October to listen to their proposed approach to building for us and to review their history of completed projects, their capabilities and approaches, and their quotes.

Colleen Riordan, Johnson Architecture's project manager for our program, came to Notre Dame and gave a presentation on the status of our program after the 11:00 Mass on October 19 for all interested parishioners. The meeting was very interesting and left us with some work to do in a couple of areas.

This activity essentially completed the work that we had contracted Johnson to do for us at this specific level of our program. The meetings were very informative and it became very clear that the next logical step in our journey should be to seek approval from the Diocese to allow us to select a contractor and have JA complete Construction level blue prints for us. This is required in order for the selected Contractor to do Value Engineering with JA while the prints are being finalized.

Father John and I are making plans to seek this approval during the month of November.

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April 30	May 15
July 31	August 15
October 31	November 15