

St. Edmond Catholic Church | Adoration Chapel Steering Committee

Thursday, September 4, 2025 | 6pm | St. Edmond Parish Administration Building Conference Room

Meeting Notes

1. Welcome & Call to Order
2. Opening Prayer...so sorry, I promise I'll do better next time!
3. Attendance

Name	Present	Absent
Fr. Joseph Campion, Pastor	X	
Aimee Bercier		X
Conrad Bercier		X
Doug Gauthier	X	
Shelly Gauthier		X
Chad Gothreaux, Chair	X	
Kimberly Gothreaux	X	
Domi Jimenez		X
Juan Jimenez		X
Cindy Patin		X
Keith Patin	X	
Raymond Patout	X	
Sharron Patout	X	
Albert Simien, Special Liaison	X	
Annette Thomas	X	
Jimmy Thomas	X	
Alyson Vidacovich	X	
Bill Vidacovich	X	

4. Discuss proposed parish-wide town hall meeting to present the Adoration Chapel Project to all St. Edmond parishioners
 - a. The **town hall** meeting is scheduled for **Monday, September 22, 2025 at 6pm in the St. Edmond Family Center** (*pending confirmation of Steven Domingue's availability*)
 - b. Please see attached proposed town hall meeting agenda, objectives, and format
5. *St. Edmond Parish Survey on Building a Stand-Alone Eucharistic Adoration Chapel (see revised version attached)*
 - a. Includes the recommended option to collect the name and contact information for anyone expressing an interest in volunteering or fundraising for the adoration chapel
 - b. Has been de-cluttered by separating it into an English and Spanish version which will be printed front and back, rather than alternating languages throughout the survey
 - c. **Please review the attached drafts and provide recommendations for any additional edits no later than Friday, September 12.**
 - d. I would also appreciate a thorough review of the Spanish translation by that same time to ensure that Google Translate did a proficient job, as I am definitely not fluent in that language.

- e. Once finalized, the survey will be converted to electronic format as well as printed English/Spanish on front/back copies for dissemination at the conclusion of the town hall meeting on 9/22/2025.
 - f. Survey administration protocol has been established as follows.
 - i. **Initial dissemination during the town hall meeting on 9/22/2025.**
 - ii. **Survey will be made available in two formats: electronic** (e.g., submission via weblink, QR code, and link in Fr. Joe's weekly eNewsletter) **& printed** (copies available in the vestibule of church and at the parish admin office).
 - iii. **Survey will remain open until Wednesday, October 15, 2025** to solicit broad, parish-wide input.
6. Next Steps
- a. Review of survey results: Following the closing of the survey on 10/15/2025, **Doug Gauthier, Chad Gothreaux, Kimberly Gothreaux, and Albert Simien will be responsible for compiling responses and preparing a written analysis by Friday, October 24, 2025**, to be disseminated to Fr. Joe and the Adoration Chapel Steering Committee for review.
 - b. The survey results will also be shared with the Parish Advisory Council and the Finance Committee.
 - c. **Fr. Joe will officially engage with Steven Domingue of AQ Studios Architecture** to serve as the architectural design firm to manage the project through planning, design and construction phases; **Fr. Joe will also coordinate with Steven and St. Edmond parishioner Mario Benoit to determine the latter's role on the project** given his expertise as an architect and his prior efforts in support of the success of this project since its inception. With ongoing oversight and input from the Steering Committee, the design team will:
 - i. Survey parish needs to develop a campus master plan
 - ii. Identify specific adoration chapel programming needs
 - iii. Assess potential sources of funding for proposed capital project (e.g., capital campaign, parish CDLP savings, combination of campaign and savings)
 - iv. Develop a proposed timeline and communications strategy for various stages of capital project
 - d. Steering Committee will continue to provide liaison with Parish Advisory Council & Finance Committee and provide periodic updates/reports to parishioners
7. **The next Steering Committee meeting has been set for Wednesday, October 29, 2025 at 6pm in the Parish Administration Conference Room.**
8. The closing prayer was given by Fr. Joe.
9. There being no further business, the meeting adjourned at 6:30pm.

Meeting notes submitted by:

Chad Gothreaux, Chair

St. Edmond Adoration Chapel Steering Committee

Friday, September 5, 2025