

**REPORT – PASTORAL COUNCIL MEETING
THURSDAY JUNE 18th, 2015 - 6:30PM**

Attendance: Fr. Charlie Garza, Rey Blancarte, Suzanne Pacheco, Walt Graner, Johnny Martinez, Angie Reynolds, Susan Bonner, Patrick Manning, Steve Fournier, Clement Kichuk; Finance Council Representatives: Susan Curran; Parish Business Manager and an Ex Officio member of our Pastoral Council: Judy Tixier; and Colby Jackson (guest Seminarian)

Prayer: St. Martin de Porres.

Adoption of Minutes from May 21st, 2015: Motion to approve by Walt, seconded by Steve, and passed unanimously.

Unfinished Business:

Ongoing Mailbox / RR12 Access

- No change from last update (“not going to be an issue”).

Church building HVAC package unit replacement timeline

- Currently working on building of concrete pad for “package unit”. The “package unit” provides the best overall design (corrects the original design) and provides energy savings.
- Timeline is to finish the cement pads this week; bring in equipment for installation the following week (week of 6/22), and transition from current to the new AC system (week of 6/29) – daily Mass will likely be held in Chapel during this timeframe.

Parish Fun Run

- Father Charlie to make a pulpit announcement (timing TBD)

New Business:

Ideas for PC Members to elicit parishioner feedback

- Suggestion for Father Charlie to announce at each Mass the PC Members every 3 months for visible recognition so parishioners can reach out for feedback.
- A physical and virtual suggestion box placed for parishioner feedback with PC Members standing outside after Mass.
- Group photo and individual photos to be taken at the next meeting
- Pastoral Council e-mail address to be set up and e-mails will forward to Secretary (Pat)
- Susan will get the Pastoral Council name tags (name and Pastoral Council).

Ongoing Maintenance Projects – Father Charlie

- Assessing ongoing projects – Stations of the Cross path, fencing around property, rotting of pillars on Church awnings, glass doors / handles, Church concrete flooring (fill & staining), and Parish Hall gutters.
- As part of the financial year end process, staff reviews are currently being completed, as well as a review of staffing needs

Building Process Update – Father Charlie

- New Facilities Building Committee (Michael Monaghan-Chair, Stacy James-Recorder, Walt Graner, Carroll Kelly, Dawn Hans, David Boone, Marty Murphy) are in place with other teams members representing key functional areas (construction builders, finance, engineering, ...).
- Building Committee meeting notes are posted on the Parish web page, as they are public record like Pastoral Council and Finance Council Minutes.

Outline Individual Pastoral Council Member Terms – Father Charlie

- Rey, Johnny, and Suzanne = 1 year left (June 30th, 2016)
- Walt, Steve, and Clement = 2 years
- Susan, Angie, and Pat = 3 years

Amend Pastoral Council Norms – Pastoral Council Members

- Pastoral Council Norms were reviewed and modified per the accompanying Word document titles “SMDP Pastoral Council Norms – Revision 1 6.22.15”
- Additional discussion included:
 - Recommendation to run on the Parish Fiscal Year (July 1 – June 30)
 - Flows of information: PC members communicating out to Ministries and Ministries reporting out to the PC. Proposed PC and Ministries party at the Parish Hall. Pre-designed template for Ministry feedback that can be sent out for communication between Ministries and Pastoral Council.
 - Proposal to have a parishioner open forum to communicate to the Pastoral Council.

Next Meeting: July 23rd, 2015 at 6:30 PM.

Closing Prayer

Meeting Concluded at 7:59pm