

REPORT – PASTORAL COUNCIL MEETING

Tuesday, May 5, 2020 – 7:30 PM

In Attendance (Virtually): Jason Methfessel, Dan Wierzbowski, Rita Wolfenstein, Ricardo Palacios – Members; Chery Lutz – Chair; Father Justin Nguyen – Pastor

Opening Prayer – The Team was led by Chery reading the **Pastoral Council** prayer.

Minutes adopted from **March 10th** meeting as written.

Council Members Report

- On Going Issues/Plan – closed meeting discussion
- Pastoral Council Email Box Submission
 - The council received an email addressing questions/concerns primarily focused on Faith Formation; this email was read in full and discussed at length
 - Council Chair will prepare a response to the parishioner

Pastor's Report

- Resumption of Mass
 - An exhaustive list of communication channels (website, Facebook, etc.) was used to inform parishioners that Masses would resume on the 5th of May 2020.
 - Website – The St. Martin de Porres website will continue to have the most up-to-date information posted on it.
- Resumption of Ministry Meetings
 - Still on hold – Primarily for the purpose of creating a policy for ministries to follow.
 - Policy development to begin
 - K of C
 - Trying to fundraise more frequently to help support the parish financially.
 - Approval was given to sell BBQ Chicken outside on church grounds while practicing appropriate social distancing and sanitizing measures.
- Faith Formation Plans
 - The parish will subscribe to the Franciscan University Catechetical Institute for \$300.00 per year to leverage their expansive curricula.
 - Vacation Bible School (VBS) has been cancelled for this summer
 - All youth retreats, the Purity 'mission', and mission trips have been canceled
 - Reschedule dates for Confirmation, First Communion, and RCIA have not yet been determined.
 - To date, very few sacramental candidates have fulfilled their Confession/First Confession requirements
 - Future Faith Formation (FF) – moving to offering 2 sessions vs. 3: Wednesday and Sunday only
 - Attendance will become a more explicit focus – attendance will be taken
 - Written Policies are being formulated and will be adhered to

- Trying to estimate a starting date, but unknown
- Parish Staffing
 - Deacon Rositas
 - Upon Michele VanNostrand's resignation there was a need to reorganize the job description of what was the Pastoral Associate position
 - This position was reorganized to, effectively, reflect a position that resembled a Director of Faith Formation which is where the greater need is
 - The revised description was presented to Dcn. Rositas which he declined to accept
 - Dcn. Rositas is taking some time to discern his position/role at St. Martin de Porres
 - The Diocese of Austin has placed a freeze on hiring due to current and future financial uncertainty
 - Director of Faith Formation
 - Current policies and procedures, registration and volunteer forms for FF are being reviewed and revised
 - Director of FF will be posted and applications accepted during the freeze
 - A Facilities Maintenance position is being considered, possibly Part-time
- Financials
 - St. Dymphna Loan: The interest rate was recently reduced from 6.98% to 4.0% - Balance \$715,665.00
 - Cathedralricum – amount of Sunday collection sent to the Diocese of Austin – has been reduced to 50% for April and May
 - Cashflow \$288,700.00 + COH already allocated \$57,500.00 – Total \$346,200.00
 - Sunday collection is down considerably
 - A few generous donors have stepped forward with one-time contribution to help with parish operating expenses
 - Staff pay has not changed
 - Cost Cutting Measures are being taken
 - Subscriptions and Services – canceled (non-essential)
 - MyParish App
 - Ad in Newspaper
 - Cleaning Contract
 - Cleaning to be completed by parish staff
 - The A/C has been turned off while facilities lay vacant
- Office Hours
 - Starting May 12: Tuesday – Friday 9:30-4:30

Old Business

- Feedback—New Adoration Software (Susan)
 - Internet connection in Adoration Chapel is intermittent
 - To be remediated when normal operations resume
- Ministry Leader Meeting will be rescheduled
- Know Your Faith – On Hold

- Incorporation of Adult/Child Faith Formation to be considered for start of next school year.
 - PC and Fr. Justin will be brainstorming additional future programs
- Incorporating children in the liturgy as lectors & EMs (for those confirmed) – On Hold

New Business

- Ongoing Communication Approach
 - Fr. Justin will continue to update the Parish regarding Diocesan and COVID-19 updates
 - Parish website is the primary resource for communication updates
- Mass Times – discussion of a possible change has been opened

Announcements

- The next PC Meeting will be held on **June 9th at 7:15 PM**

Closing Prayer - led by Dan Wierzbowski followed by a blessing from Fr. Justin.

Meeting Concluded at 9:30 PM

Respectfully submitted – Jason Methfessel