

**All Souls Catholic Church
Pastoral Parish Council Meeting
September 27, 2021 at 7 PM
Social Hall and via Zoom**

Call to Order: Frank Frana, chair, called the meeting to order at 7:00 PM. A quorum was established, and the secretary, Polly DeLucia, was present. Father David Vivero opened the meeting with prayer.

In Attendance: Polly DeLucia, Cathie Durkin, Frank Frana, Stephen Gensel, Annette Lommerse, April McManus, Eleanor Tolley, Father David Vivero, and Judith Wilhelm. There were no visitors present.

Minutes: Filed as presented.

Action Items:

Proposal to Form Youth Mass Ad Hoc Committee and Financial Transparency Ad Hoc Committee

Stephen Gensel proposed forming two ad hoc committees to address Llyana Vu's proposal to begin a Youth Mass and to improve Financial Transparency in the parish. A motion was made by Cathie Durkin to table this proposal. The motion was seconded. The motion passed by show of hands.

Action Item tabled until October 25th meeting.

Election of New PPC Officers

A motion was made by Cathie Durkin to table the election of new PPC officers until the October 25th. The motion was seconded. The motion passed by show of hands.

Election of new PPC officers tabled until October 25th meeting.

Pastoral Report

Father David reported that the positions of youth minister and director of faith formation have been combined to integrate the two ministries. Llyana Vu has recruited twice as many catechists for this year. She has also proposed specifying one weekend mass as a youth mass with youth in liturgical roles, a youth choir, etc. The concept is being developed, and school and faith formation families will be surveyed. Masses will continue as scheduled for now, but, if there is a feeling that Sunday afternoon would be best for the proposed youth mass, the Saturday 6 PM will be discontinued. The Saturday 6 PM mass attendees will need to be included in the discussion. Youth serving in liturgical roles at the proposed mass will need to be properly trained. Ms. Vu has reported 35-30 middle schoolers attending faith formation on Wednesday evenings and 7-8 high schoolers attending on Sunday afternoon, though this group is growing. Administration has been focusing on the proposed capital campaign, the parish budget, and plans for the fall festival.

Financial Report

Stephen Gensel reported that he and James Cleveland have been meeting with the different parish departments, employees, and groups to see what resources are needed. The parish has had high expenses in the past year due to deferred maintenance costs. Staff costs are also being evaluated. Mr. Gensel and Mr. Cleveland are working with Michael Zirkle at the Diocese to clarify last year's financial picture. The parish fell about \$185,000 short in anticipated

revenue and had unanticipated expenses of about \$100,000, resulting in a budget shortfall of about \$200,000. Steps are being taken to not repeat this situation in the upcoming year. The Diocese is understanding of the situation.

NGP Report

April McManus reported that before COVID, the parish averaged 1,600 worshippers each weekend. Currently averaging 950 per weekend. Inserts in English and Spanish were recently put in the bulletin to provide NGP information to the parish. NGP has found that the parish serves five different generations. COVID has accelerated the revenue reduction anticipated as the predominant generations in the parish shift. NGP specifically targets engaging younger generations, but the ASCC NGP wants to include focus on ALL age groups in the parish. The parish office has been reaching out to the oldest parishioners, but continuing and extending efforts will need to have owners of initiatives and dedicated volunteers. The next NGP survey was planned for this fall, but it has been pushed to the new year.

Unfinished Business:

Frank Frana brought forward the implementation of the new bylaws. They have been posted on the website with the draft minutes of the August PPC meeting. A more complete financial update will be posted once numbers are finalized from the Diocese. Father David emphasized that the PPC should be coordinating work under the new bylaws with the NGP and PALS. Stephen Gensel proposed that PPC create two ad hoc committees. After discussion, PPC asked Mr. Gensel to work with Ms. Vu to bring forward more complete plans for the ad hoc committees at the October 25th meeting. April McManus suggested that, to avoid duplication of work, NGP members may be able to make reports to the PPC, particularly on Stewardship or the Weekend Experience.

New Business:

The parish continues to develop the upcoming capital campaign. The school has asked to include items in the campaign. They want to move the 6th-8th graders to the buildings by the rectory and have all the younger students on the main campus. This will also necessitate moving the playground. Cost is about \$250,000. Priorities need to be carefully considered. How much should be invested in the current facilities if we want to move ahead on new building on the SR-46 site within 3-5 years? Projects should be substantive, not cosmetic. The capital campaign will allow donors to specify which parish priorities they want to support. This campaign will run 18 months or so, then the parish anticipates launching a new capital campaign for building on SR-46.

In meetings with Michael Zirkle, the parish expenses are pretty average. One notably high area is communication, which was expanded during COVID. The radio programming will be discontinued. Staff costs are also being reviewed. The parish had about \$90,000 in unanticipated one-time expenses related to facilities and maintenance — A/C repairs, insurance deductibles, and fire code upgrades. \$55,000 of maintenance is anticipated this year.

Frank Frana asked for clarification on PPC communication processes. The Zoom for the next meeting will be sent out immediately. The minutes will be sent and posted within 72 hours. Frank will meet with Father David 1-2 weeks in advance of the PPC meeting to set the agenda. The PPC had intended to elect new officers at this meeting, but there was uncertainty as to the process under the new bylaws. The election was tabled until the October PPC meeting. Mr. Frana will review the bylaws and update all PPC members as to the election process.

Polly DeLucia mentioned that the YouTube livestream on Sunday, September 27th had seemed dark. Mr. Gensel said he would mention to the AV team.

Open Forum: No speakers.

Announcements:

The PPC will hold a special meeting on October 5, 2021 in the Social Hall. This meeting is being held at the request of the Bishop. He and the developer who has purchased of a portion of the SR-46 site will be explaining the implications of the sale and the developer's contractual obligations to the parish.

Future PPC meeting will be held in the Parish Conference Room.

The next regular meetings of the Parish Council will be October 25th, November 29th, and January 24th. There will be no meeting in December. Meetings are at 7 PM.

Adjournment: The Meeting was adjourned at 8:34 PM.

Polly DeLucia, PPC Secretary

Date