

## MINUTES

Pastorate Leadership Council Meeting  
Tuesday, September 17, 2019

**Location:** St. Augustine Church, Williamsport, MD

### Attendance:

**Council Members Present:** Tina Carder, Jim Fetchu, Kimberley Folkerts-Huff, Father John, Janet Kilpatrick, Suzie Lushbaugh, Melissa Noel, Elisa Shaw

**Council Members Absent:** Francisco Rodriguez, Steve Schaefer, Elaine Shuman, Susan Smith, Yesenia Solano, Frank Watkins

**Others Present:** Donna Bockstanz, Deacon Paul Nichols, Maria Shaw

The meeting was called to order at 6:35 pm.           **Opening Prayer** – Melissa Noel

**Code of Conduct for Meetings:** All present were reminded to abide by the Code of Conduct.

**Introduction of New Council Members:** With the start of a new Leadership Council, Melissa had each person present introduce themselves.

**St. Augustine New Council Member:** Elaine Shuman of St. Augustine parish was recently selected for the three-year leadership council term. Due to circumstances at home, she is unable to participate in the monthly evening meetings and has requested that a replacement be found. We are looking for a St. Augustine parishioner to fill the position.

**Approval of June Minutes:** The minutes were approved by consensus.

### Committee Reports:

- **Policy for Handling Requests for Assistance** – A new subcommittee has been formed under the leadership of Deacon Paul to continue researching and documenting a consistent written policy to be used throughout our Pastorate. This policy would detail handling any requests for monetary or non-monetary assistance received in any of our parishes and offer a resource of where to refer those in need of services our pastorate cannot provide.
- **Fundraising** – It was estimated that the recent St. Joseph's yard sale netted about \$6,000. A complete accounting will be forthcoming.
- **Health Committee – AED's:** Three Automated External Defibrillator (AEDs) are in the process of being ordered. Once received and installed, certified parish instructors will make sure that there are parishioners from each parish that are trained in the proper use of the AED in case of an emergency.
- **Youth Ministry** – Elisa Shaw, Youth Council Member, reported on the many activities that the youth of our pastorate have been involved in and/or have upcoming. Many teens have been participating from all three parishes.
  - August – Swimming Party, Lock-in at St. Augustine
  - September – Dinner/Bonfire at the Shaw's
  - October – Movie Night, Haunted House/Corn Maze

**Leadership Council Retreat:** The Council decided that instead of having a separate weekend retreat, they would use the October & November Council Meetings to focus on the following:

- Review of Previous Council Year – Achievements & Failures
- What is Causing the Decline in Pastorate Attendance?
- Setting Goals for the 2019-2020 year

**Father John's Pastor Report:**

- **St. James Renovation Update** – A Capital Campaign to raise the additional funds needed to begin the renovation is underway. Father John has 40 active St. James parish families to visit, and he has met with 16 so far. This is referred to as the “Quiet Phase” of the campaign and it should be completed by the end of October. The Public Phase will start after that, reaching out to the entire parish in order to obtain the full pledge amount needed. Renovations may get underway after the first of the year if enough Capital Campaign pledges are received.
- **Staff Changes** – Our bilingual Administrative Assistant, Deysi Escobar, left to have her baby and will not be returning. Her first replacement unfortunately needed to resign after a week to take care of her husband after he suffered a heart attack. The newest bilingual Administrative Assistant is Rosalinda Neelley, her email address is [Rosalinda.Neelley@archbalt.org](mailto:Rosalinda.Neelley@archbalt.org). Our Pastoral Associate, Dawn Sirface, has cut back on the number of hours she works each week. Dawn will be focusing all of her time on Religious Education and Youth Ministry. Justin Barclay resigned in July and Karin Lytle is our new Director of Liturgical Music

**Next Council Meeting:** Tuesday October 15<sup>th</sup> at 6:30 pm at St. Joseph, Hagerstown

**Closing Prayer:** Father John

**Meeting Adjourned** at 7:30 pm

After the meeting was adjourned the following discussion took place:

**Pastorate Name:** A request has been submitted to entertain the possibility of changing the name of our Pastorate. It was decided that this conversation will be taken up at a later date.

**Relocation of the Adoration Chapel at St. Maria Goretti:** We were updated on the issues and challenges of moving the Adoration Chapel. It will be considerably more expensive to do than originally thought. The Archdiocese is looking to parishes in the area to help fund this endeavor. However, due to the low usage by parishioners of our Pastorate as well as all the upcoming financial building improvements and maintenance required at each of our churches, the Archdiocese will not be requesting donations from parishioners of St. Augustine, St. James and St. Joseph.

Recorded & Submitted By: Janet Kilpatrick, Secretary  
Pastorate Leadership Council