

## Pastoral Council Meeting – October 26, 2020

Clergy in attendance: Father Kevin G. Poecking; Father George Dalton; Deacon Frank Bursic

Members in attendance: Barb Moore; Brienne May; Donald Tappe; Eileen Metzgar; Janet DiLorenzo; Jen Collier; Jon Fesz; Lisa Cannillo; Mary Ann Stoops; Mike MacConnell; Rob Cecchetti; Salvi Altomare; Susan Caldwell; Sharon Sparacino;

Absent: Sal Altomare

The meeting began with prayer and *lectio divina* on the Gospel for Sunday, All Saints Masses

- Father Kevin had some introductory comments welcoming the new Pastoral Council Members and emphasizing that while we have at least one member from each of our former parishes, that does not mean any of us represent their former parish or parishioners. All Pastoral Council members represent the entire parish and should get to know all parishioners equally.
- 2018 Hopes Hand-Off
  - 5 former parish councils and finance committees met to brainstorm hopes and dreams at the beginning of the On Mission process in October 2018.
- Building Use Hand-Off
  - Brainstormed by “building experts” in 2018 to see possible use for buildings
- Vision Statement or Mission Statement
  - Vision Statement: Knowing where you’re going, where we see ourselves in the future
    - Looking toward moving forward and growing
  - Mission Statement: Knowing what you want to do, how we’re going to get there
  - Send Father Kevin ideas for how to organize these ideas or begin the process
    - Sticky notes, sharing ideas other ways
    - Word clouds
    - Question prompts
- Evaluation Tools: Pastoral Council committees needed to handle evaluative tools
  - Parish Survey
    - Sample sent by diocese
    - Use a similar survey every few years to get an idea of how we’ve grown and how we need to grow
  - Ministry Group Committees Interview/Questionnaire
    - Hear testimony from staff/ministry leads about needs and direction
    - Need a list of ministries and contact person for each church
  - SWOT Analysis (Strengths – Weaknesses – Opportunities – Threats)
    - Strengths and Weaknesses are internal
    - Opportunities and Threats are external
    - Directs what we need to do next, leads to our mission statement somewhat and more so the goals and objectives we should work on together
- Financial Outlook
  - Parish Revenue
    - Good through the pandemic, however, down 10-15% since July

- Current focus is on keeping churches afloat and establishing stability
  - Parish Savings
    - Close to \$2 million in savings but being depleted from shortfall in giving and current staffing levels
    - Possibility of investing
  - School Subsidy
    - Schools want: \$368,000
    - Hope to subsidize: \$315,000
    - Minimum of \$20,000 per month is subsidized from parish
    - Current fundraising goal of school is \$100,000
    - Currently 180 students, staffed for 230-240
    - Could add many more students with current staff, outside pandemic
- Task Force on Staff Offices and Rectories
  - Staff is spread over 4 buildings, goal is to consolidate to 1 or 2 buildings
  - Need to collaborate with finance council on consolidation
- SJB Parking
  - Expansion includes new, level road for safety to be installed near the new sign
  - Property between exit, Miller Road, and Unity will become an exit point on level road
  - Adds 100 extra parking spaces
  - Estimated cost: \$400,000
- Sound/Video Improvements
  - Our Lady of Joy
    - Improvements to wireless microphones (small fix)
    - Echoes caused by placement of speakers, looking into fixing (larger fix)
    - Looking into pricing
  - St. Joseph's
    - Need to add a camera/video system
    - Add a monitor to Narthex, which allows for standing room for parents and children in place of a cry room
    - Cost estimate: \$10,000 - \$20,000
  - St. Irenaeus
    - Poor sound system, no fixes
    - Requires a new system
    - Estimate: \$50,000 - \$60,000
- Faith Formation Program
  - Kristen Consuegra resigned a few days ago from her role as Youth and Young Adult Ministry. This is an important role in our parish, with our vision for the future.
  - Meredith Fraschi and Steph Williams are willing to assume ministry responsibilities
    - They asked for a third person to assist with administrative duties so they can focus on ministry
      - Technology related to Sophia App and Zoom problems with CCD
      - Steph and Meredith to develop a list of skill sets and basic job description they are trying to fill and will lead the job search

- Can an administration person free up enough hours for Steph and Meredith to make up for Kristen's position?
      - Steph and Meredith believe this is possible
      - Need a person with organizational and relational skills
    - Suggestion was made to have three strong team members to work together to handle administrative and ministry duties – filling Kristen's position
      - There's value in a third team member who can take over if needed
    - High school kids have been through a great deal of transition – It's important to support them with people they already know Steph and Meredith are familiar
    - Could deacons help with transitions? Especially with youth
      - Deacon Frank – Yes
      - Fr. Kevin, Fr. George – Clergy is already involved
- Alpha Program
  - Need a team to help get that off the ground
  - Website: alpha.org
    - Alpha is an 11-week course that creates a space, online or in person, where people are excited to bring their friends for a conversation about faith, life and God.
  - What do you do after Alpha program is done?
    - Strengths assessment – leading people to where they can go next within the parish
- Photo Directory with Founding History Book
  - Fr. George is working on a history committee with the parish
  - Currently paused due to remodeling
    - Building a reading room/parish museum
    - Conference room
    - Advertise that we're looking for furniture pieces, place name placards for donations
  - Oral interviews with people who have been parishioners
    - Minimum of 10 people from each of the five former parishes
    - Librarians have been archiving/organizing the materials
  - Plan to create a digital archive attached to the parish website
  - Parish Photo Directory – post pandemic
    - Founding members of the parish
    - Consider finding people to make phone calls to reach as many parishioners as possible
- Dinner at the Rectory
  - Invitation to council members to join the priests in small groups (one or two at a time)
  - Alternative: priests can come to your home
  - 5:00 on Tuesday nights
- Schedule Next Meeting
  - Winter months: meet at St. John's as midpoint
  - Make the meetings consistent?
  - **November meeting date: Tuesday, November 24 6:30-8:30**

- **December meeting date: Tuesday, December 29 6:30-8:30**
- Up and Coming:
  - Adoration on Monday before the election, Tuesday during voting
  - Advent – special morning mass at 9:00am on Saturday, December 19
  - Decline in attendance to Latino mass since the pandemic
    - Our Lady of Guadalupe celebration Friday, December 11
    - Mariachi band, celebration of our Latino community
  - We will lose Sunday night vespers during Advent
  - Carol walk in Oakmont will be virtual this year either as a Zoom live stream or YouTube video
  - Advent Adoration schedule TBD – based on response during week of 11/1
  - Christmas raffle – to be mailed in mid-November
  - Christmas church sign up is almost ready to go live
    - Schedule is ready
    - Mass in the parking lot at St. John’s on a big screen
  - Increase to the number of people at mass?
    - Using different configurations to allow for maximum occupancy
- To Do:
  - Read Hopes and Building Use
  - Come up with strategies for vision/mission statement
  - Consider roles for taking notes for council
  - Consider how you might serve in ministry group reviews/task force
  - Review Alpha website
- Closing Prayer