

Pastoral Council Minutes

May 14, 2020

Absent Members: Ed Gallagher, Sarah Kovacs (technical difficulties), Mimi Madrid, Alex Miniel, Jorge Lopez, Rico Regnier, Stephen Sheahan,

Opening Prayer

Monsignor discussed The Amazing Parish conference that he recently attended. This conference was just for priests. He discussed self-doubt and not seeing results of tasks during time of quarantine. He asked the council to discuss the issues that they are having during this time. He mentioned that although it is hard to complete tasks during this time, he finds comfort in contact with people, virtually and with the staff at the Parish.

Monsignor reached out to the council about difficulties they may be having during this time. The answers varied between not being able to see family to not having normalcy, although some mentioned that they have gotten used to it. Many members see the bright side of quarantine such as getting things done that normally they would not have time for or being able to spend a lot more time with the people within their house hold and growing in faith together. This time is giving people the opportunity to reflect, embrace being with one another, slow down, and focus on the things that are important in life.

Update from Nancy Murphy

There was a eucharistic minister meeting on Tuesday, May 12, to touch base with volunteers about the possibility of opening. Although there have not been any official instructions about opening yet, Nancy and Kathy Kuczka wanted to see the level of comfort about coming back to the church. The answers varied between wanting to come back and not ready to come back. Although no decisions were made from this meeting, due to the fact that no official instructions have been given by the Archdiocese, it was good to start the conversation. There is another meeting scheduled for the Spanish eucharistic ministers on Sunday, May 17.

The senior leadership team is working on a playbook for opening the parish. The plan is that this will be a phased approach to reopening. The playbook included safety guidelines, taking into consideration what we know right now about COVID-19 and the restrictions that are currently in place for social distancing.

Should we open, we want people to come prepared and protected. There is a project in place to make 2000 masks by June to give to parishioners. Rather than turn people away at the door, we want to have them available as a face covering for those who do not have one, to offer some sort of barrier. Wearing a mask will be a requirement. John bought supplies for volunteers and staff when they are in service and Javier is working in a shield or barrier to receive communion.

Commissions Update – All members

There were not very many commissions updated except for the Administration commission. This commission has created the mask project and put the offertory drop box outside for parishioners to drop off their envelopes, as an alternative to mailing in or giving online.

Finance Update – Patti Dismukes

The finance council and the staff are trying to keep everyone updated on the financial situation at STA. Since we have less expenses, we are doing well. Recently, Monsignor sent out hand-signed letters to parishioners that gave in January and February but have since stopped. Because of these letters, there was \$10,000 more than expected in the offertory for the week of May 10.

We applied and were approved for a PPP loan that covers payroll and expenses. Although this helps, it does not solve everything, as it only covers two months. The finance council is very focused on keeping everyone working during this time. We are being very careful about our spending and are encouraging people to give online as much as possible. Patti mentioned that it is encouraging to see payments still going to our Archbishops Annual Appeal and that we are at 62% of our commitment. It was suggested that a thank you note from the Parish be sent to those who are continuing to give to the church during this time.

The finance council will have a budget for 2021 in June, they are just waiting on guidelines from the Archdiocese on how to create this budget. As the year comes to an end, we will be in deficit, but not as bad as expected.

Discipleship and Stewardship Update – Ricardo Luzondo

Ricardo has been leading a project of contacting people in the parish and updating their contact information. So far, there have been more than 600 calls made to parishioners. The staff and those part of the project have discovered that a lot of the numbers in the data base are disconnected, as some were probably landlines. Ricardo is also finding that a good amount of people do not have an e-mail address or have not given us their e-mail address in the past, so they are missing out on a major part of our communications. Lia has been adding these e-mail addresses to the distribution list for STA Today/STA Hoy as they are discovered. Ricardo also discovered that people were not sure what to do with their offertory envelopes, so he encouraged them to either mail them in or drop them off in the drop box outside of the parish office.

Faith formation has recently sent out a nine-question survey to families registered in Faith Formation. This survey was sent out via STA Today/STA Hoy on May 14 and was also added to the website. The main reason of this survey is to find out what people are expecting out of Faith Formation in the fall and to see if families are using the resources the staff is sending out.

Nancy asks everyone to participate in the survey – can be found online and in the newsletter. Nancy asked for volunteers to call the absent members and tell them to take the Faith Formation survey.

Rebecca will call ed

Donna will call Mimi and Sarah

Aileen will call Alex

Patti will call Steven

Nancy will call Jorge

Ricardo will call Rico

Faith Formation is thinking of offering different models for the fall:

1. Family Catechists – bring parents in once a month, give materials and train
2. Kids in the building – one day with parents, another day with parents and children
3. Online only – Zoom
4. Hybrid – half online and half in person
5. Home school – with programs that already exist

May Action Items - All Members

- **Lia Armistead:** Create new card with name, phone number, e-mail addresses to be available for the drive-thru
- **Lia Armistead:** Summary of Pastoral and Finance council in the bulletin once a month **IN PROGRESS**
- **Lia Armistead:** Move “Update your Information” button on home page of the website up and add graphic to encourage people to fill it out
- **Nancy Murphy:** Send all the caller’s script to guide calls with ministry leaders
- **Nancy Murphy:** Send contact list of all members to help in calls to PC members that were absent
- **Nancy Murphy, Lia Armistead, Ricardo Luzondo:** Encourage staff and PLT to acknowledge all online givers - thank you letter
- **Jim and Diane Kucia and Mimi Madrid -** Talk to Eric Hill at Good Shephard about alpha and small faith communities
 - o How can we transition small faith communities in to ALPHA
 - o Talk to Bob Albright
 - o Perhaps Mimi, Bob, Padre, Jim and Diane might virtually conference about this in the coming weeks.
- **All Members:** Social media awareness, recognizing staff, inviting others to access online resources
- **All Members:** Continue to reach out to your ministry leaders and make sure their information is up to date. We want to be able to get information out to people as fast as possible, as things are going to start changing quickly
- **All Members:** Participate in survey from Ricardo – Links to be sent by Nancy, but are also found on the website

- **All Members:** Make a 1-3 minutes video of how we are engaging in our faith spiritually while sheltered in place at home. Send to Lia