

## Parish Pastoral Council Minutes

March 21, 2019

Members Present: Fr. Antony, Katrina Baumann, Fran Cautela, Roger Heckel, Jim Lehnerd, Lance Lewis, Robin Racine, Angela Ray, Bill Rectanus, Kevin Stogran, and Irene Sze

Guest Present: Chris Damico, Knights of Columbus representative

Not Present: Mike DeBrosse, Celeste Guglielmi, Deacon Dean Racine

- I. Minutes of the February meeting were reviewed. Bill motioned to accept the Minutes since there were no corrections or additions. Kevin carried the motion and Roger second the motion. Motion passed and approved.
- II. Fr. Antony's Report:
  - A. Father opened with a prayer.
  - B. Father announced he feels alive after two months of being here at St. Elizabeth as he was finally able to obtain his social security card allowing him to apply for a driver's license and cell phone coverage. Father stated it has been hard for him to conduct parish business without these necessities. He stated that he is very happy now. Father advised that he would like the current officers of the Parish Council to remain on for the next year until he becomes more familiar with other members. Those members are Bill Rectanus, Chairperson; Kevin Stogran, Vice Chairperson; and Fran Cautela, Secretary. Father advised that he attended the Lenten Day of Reflection. He felt that it could have been better attended by parish members and was surprised some attendees were outside of our parish. He further commented that he thought we need more of a "drive" for parishioners to attend. Father thinks a mission appeal approach would give parishioners more options; for example a weekend and three weekday evenings. He knows that the Rectory would not be able to house guests for the Lenten mission but maybe some parish members would be able to accommodate or a hotel nearby. Angela stated that Fr. Sizemore's mission was well attended and will get more information for the Liturgy Committee. Father stated any Lenten mission should be in the first or second week of Lent.
- III. Old Business
  - A. CPR/AED Update – Jim reported that 84 people have been trained and had emailed Bill a list of those members and the Mass they attend. Most attendees felt the training was informative and the instructor was good. (Jim sent Bill and Fran an email after the meeting that the 84 people were those who signed up but only had 38 trained.)
  - B. Parish Survey Update – Lance handed out a summary of the survey. He stated that the summary demographics showed a greater number of married persons than single within the parish and members attending for over 20 years, next attending was 11-20 years. Lance further stated that the trends showed two issues of impact; sustainability with CFIC administration, and the language barrier. As soon as the matters became knowledge through this survey, Fr. Antony and Bill Rectanus sent the Parish a letter in response to these issues and how they are being addressed. All Council Members commented that they had very positive feedback from that letter. Lance then proceeded to advise that the remainder three areas of survey comments were placed into categories: Faith Involvement, Faith and Masses, and Facilities. Faith Involvement mentioned opportunities for youth, social, religious education, welcoming ministry, outreach, volunteer, and seniors. Faith and Masses suggested more confession times, ESL concerns, kneelers, socialization before Mass, and Mass times: Saturday Mass earlier during the winter months and Sunday two Masses down to one Mass during the summer months. Facilities included painting the Stations for more visibility, a nursery or cry room, and aesthetics of the sanctuary. All of these areas need a closer look and further research is needed on some of the feedback to define. Angela inquired as to how we convey this information to the parish. Lance said he would like to work with someone on a letter with Fr. Antony to announce these results of what we discovered and how we act upon them. Angela recommended using the same format as the recent letter from Fr. Antony and Bill. Angela stated that parish members would have a more positive feedback. Bill offered his assistance to Lance and Father with the letter. Katrina stated that the Summary handout is a good start. Fr. Antony suggested we ask members for further feedback, a food for

thought, more of an open ended opportunity. Katrina agreed that this would open the communication and get ongoing responses.

- C. Mission Statement Update – Lance gave a handout of two proposed mission statements. The Council worked on the first proposal to conclude with the following Mission Statement: *St. Elizabeth Parish is a welcoming family of faith “Risen in Christ’s love.” We gather in worship to God; provide knowledge and sacraments for spiritual growth; serve the needs of others; and share the Good News for the glory of God. Phrase: “Risen in Christ’s love”* Father gave his approval, Angela motioned the action and Roger second the motion. Angela inquired as to how do we introduce the Mission Statement to the parish and others. Kevin stated that it should be displayed on the entrance’s Welcoming Boards along with our Vision Statement. Further comment was made that it should be stated on the bulletin and website. Angela along with Robin agreed to assist Father in discussing bulletin matters with Lauren. Lance stated that he has been working on a Vision Statement by email with others and should have something to all Council Members before the next meeting.
- D. Parish Development Ministry and Charter - Kevin gave the Council an update and distributed a handout by the Ministry titled “What’s Developing at St. Elizabeth’s” Kevin stated that they held their first meeting March 12<sup>th</sup> and future meetings will be the first Wednesday of the month from 7-9pm. Those on the Development Ministry are extremely excited about this new process and Kevin advised that anyone can attend the meetings. Kevin further informed the Council that he has been working with Lauren on the parish website which now lists our Charters and the bulletin for a “We Need Help” column.
- E. Testimonials – Bill stated we are off to a good start and should resume the testimonials in May, after the Lenten/Easter season. Bill asked the Council Members to bring three testimonial ideas to our next meeting.
- F. Parish Council Member Elections – Fran reported that eleven people agreed to be placed on the ballot which has been distributed through the bulletin and about the church. All ballots are to be returned no later than Monday, March 25<sup>th</sup>. Kevin told Fran she did a good job with the Election Ballot. It was asked if we would have Installation of New Members. Fran asked Chris Damico what the Knights of Columbus do for their installation process. Chris advised that the Knights do an installation after the Sunday Mass. Fr. Antony stated that Pentecost would be a good time to bless the Parish Council Members and those on the Development Ministry or have a Volunteer Appreciation Mass sometime in September. Bill advised that he is compiling packets of the past Parish Council Minutes and Charters for each of the new members and those appointed by the various committees. He plans to hand these out before our next meeting in April.
- G. Email Communication – Fran stated there have been no email correspondences except those who were on the Election Ballot. Fran advised that she used the PPC email account to communicate and receive pictures from the candidates. Bill stated he did receive one letter which has been turned over to the Finance Council. Angela inquired as to the content of the letter and Fran stated the parking lot. Father informed the Council that work is being done to the Rectory sidewalk so the Priests don’t fall down.

#### IV. New Business:

- A. Revision of Parish Council Charter – Bill stated that 5. Article IV of the Charter has a misunderstanding. It is his recommendation to break it into two thoughts. As it was brought to his attention that not all Council Members have voting rights.
- B. April Council Meeting - Bill stated that the April meeting will begin the Parish Council Transition Plan.

#### V. Other Concerns, Comments & Suggestions:

- A. Lenten Day – Angela informed the Council that 220 people attended the concert on Friday night and that our St. Vincent de Paul Conference provided breakfast for the Saturday workshop of which 75 people attended. Only cost was for Saturday lunch and signage. There was a freewill offering taken up to help offset any related costs. Angela stated that she will take Fr. Antony’s recommendations for future Lenten Days back to the Liturgy Committee.

#### VI. Closing Prayer – Fr. Antony

Convened: 7:00PM

Adjourned: 8:35PM

Next Meeting: April 25, 2019 at 7PM