

Parish Pastoral Council Minutes

April 25, 2019

Members Present: Fr. Antony, Bob Baumann (Finance), Katrina Baumann, Fran Cautela, Chris Damico (Knights of Columbus), Mike DeBrosse (Youth), Elizabeth Effah, Dave Gruber (Religious Education), Celeste Guglielmi (retiring), Roger Heckel, Leomon Kome, Lance Lewis, Dean Racine (Deacon), Robin Racine (St. Vincent de Paul), Angela Ray (Liturgy Committee), Bill Rectanus, Kevin Stogran, and Irene Sze (Ethnic Mass)

Not Present: Jim Lehnerd, Kim Endres

NOTE: those titled in parenthesis, are added Committee appointed voting members under the new Transition Plan and Parish Pastoral Council Charter, a total of 19 Council members.

- I. Minutes of the March meeting were reviewed. Bill inquired if there are any additions or corrections. Since there was no response, Fran asked for someone to move the motion. Kevin motioned to accept the Minutes and Roger second the motion. Motion passed and approved.

- II. Fr. Antony's Report:
 - A. Father opened with a prayer.
 - B. Father advised that Elizabeth Effah's father had passed last week. Father asked if we all could say a prayer for him.
 - C. Father announced that he felt very comfortable with Holy Week. He further stated that he now has a car and is taking driving lessons.

- III. Old Business
 - A. Transition Plan Finalization – Bill advised that the transition plan of the Parish Council members has been completed. Fran passed out a new roster of the current members. Fran further advised she will have to update the roster as a member was not included and will email it out to everyone. Katrina said this would be a good opportunity for introduction of all members in attendance of past and present council. Introduction was made individually.
 - B. Letter to Parishioners on Parish Survey Results – Bill advised that the letter to all the parishioners on the survey results were mailed out. Several members mentioned they had received theirs. Bill further stated that he, Lance, Fr. Antony, Deacon Dean and Robin collaborated on the letter taking into account the information from the Survey Summary developed by Roger's sub-committee that was handed out at the March meeting.
 - C. Parish Development Ministry and Charter - Kevin advised the Charter has been signed by Father and is posted on the Parish Website. Kevin further advised that the Development Ministry met April 3, 2019, and the meeting scheduled for two hours could have gone longer. Kevin handed out material on their meeting, Agenda – Minutes as well as their Proposal for Total Stewardship Commitment Sundays, Welcoming Committee and Testimonials. Kevin stated that volunteers will be needed for some of these committees. Katrina mentioned that we should reach out to those parishioners who volunteered to run as an elected council member as they may want to help in these areas. Dean commented to Kevin that this was a very good report. Bill mentioned that Fr. Antony is willing to make contact with those who ran for Council to help, if needed.
 - D. Vision Statement Finalization – Lance handed out three proposed vision statements. The majority of the members liked the third Vision but with revisions. Fran went to the dry erase board to write the Vision statement for all to see to make revisions. Fran also wrote out the Mission Statement. Since the discussion was taking more time than what had been planned, Bill asked that everyone send Lance their revisions or comments by May 9th. Bill advised that this will be finalized at our next meeting in May.
 - E. Testimonials – Bill asked us all to view the Development Ministry proposal on the Testimonial Program. There were questions about where to start, the reason of the testimonial. Lance advised that the testimonial should be to inform others of the ministry and/or share their spiritual experience. Fran commented she had

three recommendations for testimonials: 1) would be our Homebound Ministry. As our parish ages, more people need communion at home as well as Presiders for our weekly visit to Friendship Village; 2) someone from our Children's Liturgy as there is a shortage of leaders and there are none for the 11am Mass; 3) maybe Leo Kome could talk about the African Mass and invite others to attend. Irene mentioned that maybe Cedric could share his experience as he has been taking pictures at the various church functions and has befriended the Catholic Times editor who has given St. Elizabeth much publication exposure. Bill asked everyone to review the monthly topics listed in the Development Ministry proposal and submit to him by May 11th any recommendations or revisions. Bill will gather these and hand them over to the Development Ministry.

- F. Revision of Parish Council Charter – Kevin handed out changes to our Parish Pastoral Charter. Kevin advised that we will need two months per guidelines before those changes can be presented for approval and signature by Fr. Antony. The Master Charter still needs the Mission and Vision statements added as well as information from Dave for Safe Environment under Diocese guidelines.
- G. Email Communication – Fran stated there have been no email correspondences.

IV. New Business:

- A. Blessing of new Parish Council or Volunteer Appreciation Mass – Bill opened the discussion of when would be a good time to introduce or bestow a blessing upon the new Parish Council. After many suggestions, Fr. Antony advised and approved that the 11am Pentecost Mass would be best as most of our parishioners will be in attendance as there is no 9am Mass. There were many suggestions for a Volunteer Appreciation Mass. Angela advised that she will work with Father on the Volunteer Appreciation since the Liturgy Committee was working on the Ministry Fair for September.
- B. Bulletin revisions for new Mission Statement – Angela commented that she did not follow up with Father to assist with changes. Angela informed us that she has a Florida bulletin she would like to show Father and the Liturgy Committee.
- C. Committee Reports: Bill stated that there might not be reports monthly from the following church committees: Religious Education; Development Ministry; Knights of Columbus; Finance Council; and Liturgy but wanted to include these here in case someone has something to report. Angela reported first from the Liturgy Committee that the Lenten Penance service was very beautiful and had 93 people in attendance, 83 was non-choir people; and consisted of 30 minutes of readings and reflections with confessions at conclusion. Irene stated that the Filipino Simbang Gabi Mass tradition would be held at St. Elizabeth with Fr. Ramon from December 15th through December 23rd. Bob from Finance reported that we have three months of budget in our parish checking account of roughly \$97,000; our Parish Aid Fund with the Diocese, earning 2.4%, is in excess of \$600,000; and two Endowments with the Catholic Foundation. Bob suggested any excess income should be funneled into our St. Elizabeth Parish Endowment account. Bob advised the other endowment with the Catholic Foundation is the Fr. Arthur Dimond Educational Endowment which sends St. Elizabeth 5% annually to help fund some of our parochial education costs. Bob stated that he also has a seat on the Diocese Pastoral Council with the Bishop, and that he and his wife, Chris, are also on the Northland Deanery Council which consists of seven parishes in the Northland area (Resurrection, St. Anthony, St. Elizabeth, St. James, St. John Neumann, St. Matthias and St. Paul). Bill mentioned that future financial results to the parishioners would include the Balance Sheet along with the Income Statement.

V. Other Concerns, Comments & Suggestions:

- A. Ministry Schedule – Kevin stated he received his schedule in the mail and inquired if this was a new program. Dean replied he is handling the Altar Server schedule. Dave advised he is handling the Homebound Ministry Schedule and mentioned that the software to handle the ministries is being reviewed by the office staff; a work in process.

VI. Closing Prayer – Fr. Antony asked Deacon Dean to give the Closing Prayer.

Convened: 7:00PM

Adjourned: 8:53PM

Next Meeting: May 16, 2019 at 7PM