

Parish Pastoral Council Minutes

June 20, 2019

Members Present: Fr. Antony, Bob Baumann, Katrina Baumann, Fran Cautela, Chris Damico, Elizabeth Effah, Kim Endres, Dave Gruber, Jim Lehnerd, Lance Lewis, Dean Racine, Robin Racine, Bill Rectanus, Kevin Stogran, and Irene Sze

Not Present: Mike DeBrosse, Roger Heckel, Leomon Kome, and Angela Ray

- I. Minutes of the May meeting were reviewed with no corrections. Dave motioned to accept the Minutes and Robin second the motion. Motion passed and approved.
- II. Fr. Antony's Report:
 - A. Father opened the meeting with a prayer that we all recited from a prayer card that was handed out.
 - B. Father advised that the Parish Lenten Mission has been scheduled with Fr. Thomas Blau, O.P. (Dominican Order) from St. Patrick's Church, for March 1st through the 4th, 2020. Dave advised that he heard back and Sr. Mary is not available.
- III. Old Business
 - A. Master and Parish Council Charters Update – Bill advised that the Council and Master Charters are now revised and, if there are no other changes, they will be forwarded to Fr. Antony for final approval and signature. Any changes to our Charters need two readings, as long as there are no other changes, before final approval.
 - B. Testimonials – Irene has agreed to coordinate the Testimonials. Kevin will give Irene the information from the Development Ministry. Monthly topics are to be determined at the Council meetings.
 - C. Wi-Fi Update – Dave commented that the update has been completed which took four and a half hours.
 - D. Email Communication – Fran stated there were no emails.
- IV. New Business:
 - A. University of Dayton Courses – Bill commented that the courses from the Institute for Parish & School Development (IPSD) have been valuable to this Council. Bill further commented that these continued courses is a better fit for our parish then bringing in an outside vendor to help guide us in this process and understanding. Bill suggested that the courses should be continued yearly for guidance to one of any of the newly elected council members for a better understanding of Catholic parish development. Bill advised he spoke with Kim to see if she would be willing to take the course. Bill stated that the Instructor of the course is writing a book and had asked for a one line comment from Kevin and me.
 - B. Deanery Meeting with Bishop – Bob advised that he attended both the Deanery and the Diocesan Pastoral Council Meetings. Bob stated he sent the Council members his interpretations of the Diocesan Pastoral Council meeting. Bob advised that the Bishop's first order of business is to get to know the diocese, visiting many of the parishes. Bob further advised that the Bishop sees that the parishes are struggling to keeping the faith and passing that faith on to our youth. Bob commented that he feels this may be the Bishop's focus. Bob also advised that the Bishop sees the Priests working very, very hard in our parishes and has scheduled a Presbyteral Convocation for Priests from September 30th through October 3rd. Bob commented that the Bishop asked those on the Pastoral Council to give a geographic of each of the Deaneries. Bob advised that there is such diversity within our own Deanery from suburban to rural as well as culture and nationality, making it difficult to engage and incorporate all cultures into parish life. Bob also advised that there are Masses being celebrated in Haitian, Nigerian, Spanish, Brazilian, African, Filipino, Korean and Ghana. Bob stated that the Bishop has no intention to consolidate or close any parishes at this time. Bob continued that the Bishop expressed concerns to be more evangelical to the needs of the poor, farmers, pastoral care of the sick, prison ministry, and campus ministries for the young adults. The Bishop plans to continue work on the Child Protection and working with the Governor on Pro-Life measures. Bob further advised that the Ad Limina Visit of Ohio and Michigan Bishops to see the Pope in Rome is scheduled for December 9th. Bill asked Bob if there was anything needed from our Council to assist the Bishop. Bob replied not at this time.

Dave commented that he met with two new people from the Diocese Ethnic Ministries Department who advised that there have been some issues that resulted from some of the ethnic communities. He stated that Masses in other languages are not necessarily for a particular community; for example a Portuguese Mass, not necessarily for the Brazilian community but, for all Portuguese speaking people. The Ethnic Ministries Department is looking to address these issues as ethnic communities should be a part of the greater parish community and not operate in isolation.

- C. Parish Charities – Bill commented there is a line item for Parish Charities in our Parish finances. The Deanery usually picks a charity and parishes within that Deanery participates. Bill asked Bob to explain this further. Bob reported that the Deanery has been assisting the Helping Hands ministry, a free clinic, for the past nine years. St. Elizabeth gives about \$3,000 a year; other parishes are more, some less and some not at all. The Deanery committed to \$50,000 per year to Helping Hands who operate on very little, obtaining free assistance from doctors and nurses and other sources. It was discussed at the Parish Finance meeting whether the Parish should continue to participate and/or assist other charities. Bill advised that Fr. Antony has a charity in mind through the order of The Congregation of the Sons of the Immaculate Conception (CFIC) and that we do have people in other charity work at the Parish that we could support, for example BREAD or St. Vincent de Paul. It was discussed and decided to hold any decision for two months until the Budget for the next fiscal year is solidified, then we can discuss options of charitable giving.
- D. Council Pictures – Bill passed around the picture to be used with the new Welcome Board. He stated that some Council members were missing from the photo but were at the Mass. Irene advised that her husband who took the photo could possibly Photoshop, if necessary. Bill suggested that for communication purposes, we should post a picture monthly of each committee so parishioners will know who is on that committee, like the Knights of Columbus, St. Vincent de Paul, Development Ministry, etc. Bill advised he talked with Cedric and he would be willing to take the photo of those committees. For those Committee Representatives on this Council, please get with Irene to coordinate a photo op.
- E. Committee Reports:
 - 1) Religious Education – Dave reported that paper registrations are now out for PREP (Parish Religious Education Program) K through 8 grades and will soon be posted on the parish website, published in the bulletin and emailed to prior PREP families. PREP will begin late September and will end the week after Mother’s Day. The Confirmation Retreat will be held on President’s Day. Dave mentioned that he will be having foot surgery in July and will be out for a minimum of four months for recovery.
 - 2) Development Ministry – Kevin reported that he has three things to talk about and has two handouts. Kevin asked that we look at the first handout, the Proposal for Upgrading to a Parishioner Relationship Platform. Kevin advised this would be a new database program called ParishSoft which is a web based platform recommended by our diocese who offers their support through a cloud based system. There is no longer support for the old software. As a note, ParishSoft is being used in over 9,000 parishes and 185 dioceses, and offers a better user experience for parishioners, including a new ministry scheduler. Kevin asked the Council to review the handout and let him know if there are any questions. Kevin asked the Council to look at the second handout of the Development Ministry Project Schedule. Kevin advised he met with Father, Dean, Bill, and Lance to discuss the many projects. Kevin stated he drafted an outline on how best to create a timeline of those projects: Parish Procedure Manual, ParishSoft Platform, Welcoming Board, Welcoming Committee, Testimonial Program, and Involvement Sundays. Kevin stated the last thing to report is the Parish Procedure Manual which Lance is working on. Lance stated he has worked with procedures before and will be meeting with the staff to get their input on what they do on a daily, weekly, and/or monthly schedule and write a procedure for that task. Lance stated that if anyone would like to assist him with this project, he could use the help. Lance further stated that Dean has provided a template to use for the procedure manual and has given him information to help in this project.
 - 3) Knights of Columbus – Chris reported that the elections of officers took place and the newly elected Grand Knight is Jeff DeBrosse, effective July 1st, fiscal year. Chris further reported that the installation of the officers will be in July and that may be a good time for a photo of the Knights of Columbus Council #11193. Chris advised he would call Irene to arrange the photo op. Chris gave a summary of whom and what are the Knights of Columbus.

- 4) Finance – Bob reported that the fiscal year ends June 30th and the finances look good with a surplus.
- 5) Liturgy & Spiritual Life - No Report.
- 6) St. Vincent de Paul – Robin indicated there is nothing to report. Jim commented that they just helped their first applicant for their new low interest loan as opposed to going to payday lenders.
- 7) Ethnic Mass – Irene gave a summary of the nine day devotional of Simbang Gabi. Irene invited the Council to be a sponsor (assist as liturgical ministers, hospitality, etc.) for the 9th (last) day of the Simbang Gabi Mass, December 23rd at 7:30 p.m., for which Bishop Brennan will be concelebrating. The Council discussed and agreed to accept the invitation. Irene advised she will let the Council know more of the details when the date draws near. Irene further stated that she also invited the African Mass coordinators to be sponsors, only to be advised that they are in turmoil that their Mass will be cancelled. Father Antony commented that the parish facilities was experiencing issues after their Mass social gatherings and has suggested to them that the Mass can continue but the social gatherings may have to be held elsewhere.

V. Other Concerns, Comments & Suggestions:

- A. Mission Appeal – Fr. Antony stated that we have a visiting priest from Nigeria the weekend of July 6th and 7th for the diocese Mission Appeal. Father also stated that a priest with the CFIC in India will be visiting this weekend as he visits the U.S. for the CFIC Mission Appeal.

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

Convened: 7:02PM

Adjourned: 9:10PM

Next Meeting: July 18, 2019 at 7PM