

## Parish Pastoral Council Minutes

June 21, 2018

Members Present: Fr. Ramon, Bill Rectanus, Jim Lehnerd, Katrina Baumann, Kevin Stogran, Lance Lewis, Robin Racine, Fran Cautela, Angela Ray, Celeste Guglielmi, Michael DeBrosse, and Irene Sze.  
Member by Phone: Roger Heckel (who was on vacation)

- I. Members introduced themselves as the pastor appointment member and youth representative were now present.
  
- II. Minutes of the May meeting were reviewed. The following correction is to be made and the minutes redistributed:
  - A. Trianfo family made another donation to St. Elizabeth and Celeste recommended another thank you for the donation.
    - Jim motioned to accept the May minutes with correction; Kevin seconded.
  
- III. Bill Rectanus, Chairman, speaks briefly on:
  - A. Future meeting commitments will be from 7-9pm. If we finish early, that is all good. Otherwise, if there is a tendency to run over, the meeting will promptly end at 9pm. Any business remaining will be held over for the next meeting.
  - B. A summary and addition for the Roberts Rules of Order was handed out. Kevin Stogran will be our moderator in event the meeting should stray from the order of business.
  - C. All subcommittees will meet separately and report back to the Parish Council.
  - D. Future Minutes will be mailed out early to council members for review and corrections made before the next scheduled meeting.
  
- IV. Fr. Ramon's report:
  - A. Father opened with the Gospel reading of the day.
  - B. Father welcomed Mike and Irene to the table.
  - C. Father read the Diocese of Columbus Guidelines of the Parish Pastoral Council.
  - D. Father read the Preamble of the Parish Pastoral Council Constitution which coincides with the Diocese guidelines.
  - E. A letter was sent out to all parishioners explaining the changes coming to the sanctuary regarding the new crucifix purchased from the Jubilee Museum. Father stated the crucifix is slated for September 14<sup>th</sup> (weekend) with a blessing. However, investigation is needed how best to attached the crucifix to the wall or to a stand. Lance spoke with Rich Link to see if he is interested in helping with the mounting of the crucifix. Rich stated to Lance that he was only interested in helping if we were looking at a stand. Rich further stated that he suggests only a professional mount the crucifix to the wall. Rich suggested that if his help was to be needed with the stand, the request should be made promptly. The Jubilee Museum has agreed to speak at the masses. Father thanked Deacon Dean and Angela for their help with the letter. Comment was made that it was nice to see an image in the letter depicting the crucifix up on the wall in comparison to the medallion.

V. Old business:

- A. CPR / AED – Bill attended a class with Jim Lehnerd at the Church of the Good Shepherd where Jim's wife attends. Jim has agreed to head a subcommittee with Frank Danalewicz and the Knights of Columbus Council for training of St. Elizabeth members.
- B. Festival – Patti Hammerle has agreed to help Doug Schrage. There is an interested member in the parish that may be willing to take on future festivals.
- C. Safety of Office Staff – Fr. Ramon has talked with the staff about the locking of the doors. In regards to the fire alarm that went off during the 9am Mass, staff and contractors are working to resolve the problem which occurred as a result of the new phone system that was installed. Irene brought up the safety of parishioners at Mass. Fran mentioned that during the transition period of pastors, she was working with the Knights of Columbus in establishing an EOP (Emergency Operations Plan). Fr. Ramon is to follow up with Frank Danalewicz who was leading the efforts to put into place at St. Elizabeth.
- D. Small Church Communities – Angela discussed past formation within the parish which are no longer meeting. Fr. Klinger, of St. Paul, is using the new Pope Francis pastoral directive. Alpha is also being used at St. Francis DeSales in Newark. We will hold this topic until further information is obtained by Tom McSweeney, Liturgy Committee.
- E. Angela advised that we still have St. Elizabeth Ornaments and will look into how to best sell the remaining.

VI. New business:

- A. Communication within the Parish  
Bill will draft a letter to the members of the parish and send out to all council members for input or suggestions. The letter will consist of who are the council members, how to reach them with concerns or feedback, meeting dates and times, approach of a survey of their wishes/needs, inform of website and app, bulletin board, etc. Bill has budgeted the cost of the mailing to the parishioners in the church finances. Angela will maintain the Bulletin Board and has asked each member to send her a small description of their parish involvement (i.e. ministries, committees, organizations).
- B. OSV (Our Sunday Visitor) Seminar  
Lance Lewis gave a summary of the feedback from the attendance of several council members that was hosted by the Diocese of Columbus at St. Patrick's Church on June 6th. This seminar talked about the increase in offertory but what sparked the members in attendance was reviewing our mission statement, branding and building our parish, and establish a plan moving forward; to further create a sense of health within the parish and not necessarily financial. Lance will chair a subcommittee to develop a plan. Range six months or we may bring in OSV to assist. Jim mentioned that Church of the Good Shepherd brought in an outside source to implement their plan which far exceeded their expectations and increased their offertory.

VII. Other Concerns:

- A. Summer attendance is down. Suggestions were made to Fr. Ramon to move to one Mass on Sunday, preferably when choir breaks (Corpus Christi) and resume to two Masses when school resumes as opposed to when choir returns in September. Angela will ask Rich Krehnovi, Music Director. However, this may be adopted for 2019.

- B. Fran suggested that more help is needed on the parish staff to assist with various things especially if we implement a plan for the parish as Dave is covering tech (website, app, facebook), RCIA, Adult Formation, and PREP. Lauren covers the office with its many duties and interruptions. There is a need for pastoral assistance. Fr. Ramon and Deacon Dean are doing their best to keep up with those homebound, ill, hospitalized, etc. Robin mentioned a retired Deacon.

VIII. Business for next meeting:

- A. CPR / AED subcommittee.
- B. Planning subcommittee
- C. Communication

Convened: 7:00PM

Adjourned: 8:51PM

Next Meeting: July 19, 2018 at 7PM