

## **Parish Pastoral Council Minutes**

### **March 22, 2023 - Narthex**

#### **MEMBERS:** (\* *asterisk indicates member present*)

\*Fr. Francis Musolooza  
\*Gail Adams  
\*Tim Coleman  
\*Dawn DiMuro-Rogers  
\*John Mack  
\*Terri Petrie  
\*Lisa Puzio  
\*Seta Unich  
\*Bonnie Weber

#### **ADMINISTRATION/INVITED GUESTS PRESENT**

Phil Thorpe – Facilities/Building Council

#### **I. CALL TO ORDER**

- John Mack called the meeting to order at 4:01 pm.

#### **II. OPENING PRAYER**

- Father Francis led the opening prayer.
- John asked for a volunteer to lead the opening prayer for our next meeting. Gail Adams volunteered to lead the April 26<sup>th</sup> opening prayer.

#### **III. OPENING COMMENTS/MINUTES**

- John asked for approval of minutes - Lisa approved, Gail seconded the motion. Minutes were unanimously approved.
- Lisa is working with Jennifer, Office Secretary, to post to the Parish website.
- John asked the group if there were any new business items in accordance with the Call to Serve document. No new items were requested.

#### **IV. FAITH FORMATION PRESENTATION – BREAK IN AGENDA**

- John welcomed Michele Kresge, Director of Christian Formation and asked her to provide us with details around Faith Formation such as current programs, attendees, future plans, concerns, etc.
- Michele noted the following:
  - Space needs to hold FC classes.
  - FF is offered in the September to May period – a total of 30 hours over the period. They meet every Sunday. Attendance was 50% to 60%; younger grades were more diligent in attending; older grades, attendance drops off.

- Michele would like to implement a program from the Sophia institute. It's a 4-module program that starts with focusing on Creed for one year then on the Eucharist the following year, Adoration the next.
- Staffing needs – bi-lingual staff as well as someone to manage/lead adult FF.
- How do we communicate FF to parish? How to improve? We can teach a component of FF via weekend mass in subtle ways like during our opening/closing announcements.
- Sacramental preparation is separate from faith formation (communion, confirmation)
- John suggested reaching out to other Parishes to see how they are staffed, the programs they offer. How/what do we do for them that allows them to experience the faith. We at St John need to come together as a group to decide on a plan going forward.
- John asked if some of the programs are available online while in person is preferable. Are there any goals we can consider increasing the percentage of participation?
- Note: First Holy Communion is on June 1st.
- John and the group thanked Michele for her time.
- John asked if we could reach out to the parish and the families to get their opinion – How does FF look to them. Father mentioned that he would meet with the 35 FF children and their families to get their perspective and provide them with information about our programs. Lisa suggested that PPC members attend as well. Lisa will follow up with Michele about dates, letters to families.
- Bonnie and Terri volunteered to assist Michele.

## **V. GENERAL**

- Synod results – Bonnie and Terri volunteered to summarize the themes, scriptures, results to compare with the Parish.
- John asked Father about the timing of presenting the PPC members to the parish. He suggested the Sunday after Easter.

## **VI. FINANCE COUNCIL UPDATE**

- Lisa attended the April FC meeting and provided us with an update:
  - Approximately \$43k reduction of available cash due to unexpected cash needs (taxes paid on a large cash gift; Foundation on Father's home).
  - Payoff of the loan for the Maple Ave property is due 8/2024.
  - Budget work begins for FC in April.
  - Phil Thorpe mentioned that the FC meetings are not open to the parishioners based on the Called to Stewardship policies document.
  - John/Lisa asked FC to do headshots and bio's and to create an email account, so Parishioners have a way to communicate with the FC.
  - John to attend the next FC meeting.

## **VII. FACILITIES/BUILDING COUNCIL UPDATE – PHIL THORPE**

- Phil provided his progress report.
  - Added Dave McKennan as the chair of the Security subcommittee.
  - Dave is currently putting together a Risk & Treat Analysis to look at recommendations on how to make our existing facility more secure. Father will make the final decision.
  - Space needs - A feasibility study is being conducted. Phil passed out a brochure from the Willscot company detailing the portable classroom module (approx. 3000 sq ft). There are 4 classrooms, fully furnished. No restrooms. Delivery, set up, 2-year

- contract, tear down, haul away will cost us approximately \$300,000. They can tailor the layout to our needs. No electrical hookup.
- We can place the module on the overflow, grated, parking area which we would need to lay asphalt as it is just dirt area. This is a different location than the location of the new building addition for phase 2.
- Phil will provide the results of the feasibility study at our next meeting.
- John thanked Phil and said that we needed to move on to the next agenda item.

#### **VIII. NEW BUSINESS**

- Lisa asked why the Clothes Closet and Food Pantry ministries did not submit a space needs request. Seta noted that parishioners could bring donations to the parish and the ministry members would deliver those items to local charities such as Embrace Waynesboro Community Center which has space for such items.
- Food Pantry - Seta to provide weekly Food Collection and Personal items needed.

#### **IX. COMMUNICATIONS**

- John recommended setting up a Communication Committee and having them bring forward recommendations on what we should be doing; hire a 3rd party consultant to perform the analysis.
- Phil offered to take the Communication Committee as a subcommittee under his group. Lisa and Phill will meet to discuss a plan forward.

#### **X. BISHOP VISIT**

- John asked Father for feedback from the Bishop's visit. Father said he expressed his thanks for meeting with him. He shared his opinion about the need for space and didn't have an issue with using the portable classroom module, but we need to use it in a creative way to address the parish needs. The Bishop mentioned that we should enclose the bell tower to keep bats, bugs, etc out. He suggested a glass enclosure. Phil mentioned that there are spikes to prevent the birds from landing and that a glass enclosure would be expensive. Phil will research.
- John asked the group what they thought about the meeting – was it efficient, effective, did we miss anything. Father said that we, the PPC, had good pastoral representation and we were very thorough in presenting our purpose. He appreciates all we do.

#### **XI. ADJOURNMENT**

- The next meeting of the Council will take place on April 25, at 4pm in the Gallery.
- Lisa adjourned the meeting at 6:24pm.

Respectfully submitted,  
*Dawn DiMuro-Rogers*  
Parish Council Secretary