

# Parish Pastoral Council Minutes

## May 23, 2023 - Gallery

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

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

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

- Called the meeting to order at 4:00 pm.

### **II. OPENING PRAYER**

- Bonnie Weber led the opening prayer.

### **III. OPENING COMMENTS/MINUTES/CHAIRMAN'S REPORT**

- Minutes were unanimously approved.
- PPC and ministry budgets were considered and approved.

### **IV. GENERAL**

- Finance update:
  - No decision on capital budget items such as rails and entry door.
  - PPC requested a capital funding plan from FC.
  - Budget process for FY2024 will begin in February 2024
  - Requested FC to publish offerings and expenses in weekly bulletin.
- Follow up with Jennifer to add the bulletin to the website.

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

- No new updates.

### **VI. OLD/NEW BUSINESS**

- Fund raiser for phase II – Bazar, Carnival like event.
- Introduce Office hours – meet with parishioners once a month – 20-person maximum.

### **VII. COMMUNICATIONS**

- Parishioner contact list – discuss at next meeting. Work with Marty to update the list and decide how we will use the list.

## **VIII. STAFF UPDATES/ADMINISTRATION**

- Michele and Amelia's retirement party will take place on Sunday, June 25<sup>th</sup> on the piazza after 11:30 mass. PPC to coordinate.
- Religious Education job description:
  - Spread current salary to support 2 people with appropriate years of experience.
  - St Francis and Blessed Sacrament also looking to fill similar positions.
  - Must be Bilingual and have a Theology education.
  - Recruit volunteers to bridge the gap (Religious Ed assistant)
  - Follow up with Michele on a transition plan, needs assessment.
  - Father to meet with deanery in June to discuss.
- Reintroduce the distribution of the Precious Blood on the June 10<sup>th</sup> weekend (Corpus Christi). Eucharistic Minister leader to provide training to the EM's and updated instructions.
- A new priest will be ordained in Richmond on June 3<sup>rd</sup>, Deacon William Buckley. Father asked us to keep him in our prayers.
- An inventory of Sheppard Court parish possessions was performed in early May and documented in the Red Book. A separate inventory of Maple Ave basement needs to be performed. Jose to accompany a parish member to perform the inventory but we need permission from the landlord.
- PPC member to attend the next administration meeting.
- Ministries to present a written report of activities (bulleted) each month to the PPC. John to reach out to Mary Katherine.

## **IX. ADJOURNMENT**

- The next meeting of the Council will take place on June 28 at 4pm in the Gallery.
- Meeting adjourned at 6:00pm.

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