

Parish Pastoral Council Minutes
Church of the Holy Spirit, East Greenbush, NY
February 2, 2017 at 6:45 pm (rescheduled from January 26, 2017)

In attendance: Amy Boel, Cathy Bruno, Nick Bruno, Rick Hannmann, Karen LaFrank, Ellen Murphy, Fr. Joe O'Brien, Frank Putallaz, and Steve Wiech. ***Present:*** Eddie Trevino. ***Absent:*** Cathy Bellisario, Deacon Bill Dringus, Kevin Haggerty and Mike Kosar.

Review of Minutes – Fr. Joe O'Brien thanked the Council members for reviewing and approving the October minutes via email as we lacked a quorum at our November meeting. The minutes of the November meeting were reviewed. Frank Putallaz motioned to accept the minutes, Cathy Bruno seconded the motion. The Council accepted the minutes.

Old Business

In recent meetings, we had discussed briefly that our Parish Pastoral Council was spending too much time reviewing past events and not enough on new topics and ideas.

Fr. Joe suggested that we should refocus our purpose and efforts to be more focused on planning, looking at topics and thinking about our future. He had attended a meeting that proposed ways to invite Councils more deeply into envision the future as a parish community. He had hoped to review and share some materials for the Council's review but there had been several funerals at Holy Spirit this week. He proposed this as an agenda items for our next meeting. Council members thought this would be a good direction to review and discuss.

New Business

Welcome Two New Members

Fr. Joe welcomed Amy Boel and Ellen Murphy to the Parish Pastoral Council. Amy and Ellen have been members of our Holy Sprit parish for many years and have been very active in the life of our parish community. We welcome them as our newest Council members!

Financial report:

December reports for church & school, offertory review update

Steve Wiech led a review of the church and school reports summarizing the first six months of our fiscal year.

Re: the church While offertory is down for the first six months and benefit expenses had increased, the church reported a \$9,447 surplus. Building plan expenses were lower than for the corresponding six months last year. Overall, parish expenses in the first six months of this year are lower than last year.

Re: the school The school reports a deficit of \$30,092 for the first six months of the fiscal year, compared with a deficit of \$39,653 a year ago. This reflects a pattern the school faces with key revenue streams (especially New York State reimbursements and diocesan regionalization aid) coming on line in the second half of the year.

While Mike Kosar could not attend our meeting, he wanted us to know while all school tuitions and fees were now collected by FACTS, some categories (such as After School Program) lag between one and two months because of the way FACTS processes this with parents. He believes the deficit will narrow throughout the second half of the year.

School enrollment remains at 217, pre-K thru 8th grade.

Steve Wiech summarized the Finance Committee's work on studying the downward trend in the offertory. Steve distributed a sheet with some offertory and attendance data from 2009-2016. The Finance Committee would like to meet with Pam Bennett, our secretary, to see what can be drawn from our parish offertory data base and envelope usage; they would like to see if any conclusions be drawn from reviewing the data. Council members support the Finance Committee's review. Also, Council members wanted to consider some strategic planning implications from our collection and attendance data. (For example, can that focus us on ways to improve attendance?)

Frank Putallaz commented that the impact of the Building Fund may be a factor in our offertory results. We've collected \$220,000 for the campaign. Frank noted that combining the offertory and Building Fund means that we have received more stewardship. We should take note of this. There was an offertory improvement effort in the year prior to the Building Fund effort.

Steve mentioned that online giving is about ten percent of total stewardship with a small fee for ACH and credit card transactions. Envelopes cost about \$7-8 a year per family. He added that any offertory enhancement program wouldn't be done until after the Building Fund is near completion/completed.

Holy Spirit Building Project

Kevin Haggerty is ill today and is unable to be with us. For background information, Fr. Joe shared an email Kevin prepared for Facilities Planning Committee members summarizing our November committee meeting. We reviewed the plans for the scope of work planned for the Parish Center. A copy of the Parish center floor plan was shared with Council members. The Facilities Planning Committee is asking our architect to prepare some design proposal information for our committee's review. We will share this information as it becomes available.

Steve Wiech inquired about the stained-glass windows that were still need in of repair. The work currently being completed will cost about \$26,000.

School report

The open Spanish position has been filled by three part-time teachers.

There have been two open-houses at Holy Spirit School: one for Pre-K 3 & 4 and Kindergarten and one for Pre-k, K-8 which was last Sunday. About 30 families came to the open house. Paul Weidman will be honored with a service award at the Cathedral celebration.

LIFT report

Attendance was down in January; cold evenings and the closeness to the Martin Luther King holiday may have been influences. Amy Boel gave a personal account of her journey back to LIFT.

Next Meeting

Thursday, February 23rd at 6:45 pm in the Parish Center

Closing Prayer

Our meeting concluded with prayer at 8:15 pm.