

Parish Council Meeting December 13, 2011

- Attendance:
 - Present: Fr. Andrew Czarnecki, Art Curry, Larry Forella, Carol Homolek, Dawn Portelli, Annette Ennis, Theresa Gorski, Mary Rushlow, Joel Sylvester, Sean Calvin
 - Excused: Adam Nowak
 - Guest: Pat Butler, Worship Commission

- The meeting began at 7:00 PM with prayer from Art.

- Approval of Minutes - The minutes were accepted as written.

- Commission Reports
 - Finance
 - Contributions continue their downward trend.
 - Christmas offerings should increase financial position.
 - CSA is \$40,000 short of goal. A letter will be sent after the first of the year to parishioners who have not yet responded to the CSA drive.
 - The rectory repairs are complete. Landscaping will be finished in the spring.
 - The audit is complete and the audit report has been received.
 - Auditors thought that the concentration of controls could be an issue.
 - All financial aspects of the audit were excellent.
 - Vicariate
 - Meetings have been suspended until TIF is complete in a few more months.
 - Worship
 - Received a report of the December minutes which was e-mailed to council members.

- Guest - Worship Commission
 - Committee members are decorating the church for the Christmas Masses, on Wednesday, 12/21/11 at 6PM. All are welcome to come and help.
 - Families are not lighting the advent wreath this year because Sean learned about this tradition at the very last minute, when it was too late to do proper scheduling. Also, the location of the Advent wreath for this year is such that it would not allow families to do that (Sanctuary - Holy Space). The wreath was moved from the baptismal area due to the blocking of the camera.
 - Baptism is rarely done by immersion any more primarily due to time constraints and family choice.

- Part of the new mass is to have a quiet time prior to the beginning of mass. We need to have a screen print or lector announcement to help with this. The atmosphere in the church prior to the beginning of Mass, especially the conversations being carried out by many people aloud, resemble more the atmosphere of a "busy train station" than "a place of prayer and worship". This has gotten out of control and it must be corrected.
- Shepherds Mass on Christmas Eve will be at 11PM this year.
- The change in mass schedule was discussed. The Worship Commission will be organizing and conducting a survey of adult parishioners at all masses the weekend of January 15th. A strong feeling was expressed by some of the Parish Council members, that even though for different reasons, all of the Mass times need to be changed, on Sunday as well as on Saturday. The Commission will meet on Monday January 16th to tally the ballots.

- Old Business

- Reviewed calendar

- Thanksgiving basket - Theresa purchased and delivered basket on November 20th. Each parish council member owes \$8 to reimburse her cost.
 - Mary will take prayer for the November meeting.
 - The Faith Lutheran joint service will be bypassed for the time being due to low attendance in the past few years and also due to scheduling conflicts this year.

- Parish Council Manual

- Manuals and DVDs have now been distributed to all Parish Council members for personal review.
 - We already have a Parish Council and Financial Council per the new Manual, but need to work on the Evangelization Committee and Vocations Committee once we receive more guidance.
 - Discussion of Bible Study options as part of Evangelization.

- New Business

- Larger Altar

- Father Andrew would like to enlarge the altar top by placing a piece of glass on top of the current altar. Smoothing the surface of the altar, as well as physical enlargement of the altar space becomes necessary to avoid possible spills of the Precious Blood, and to be able to perform all of the liturgical functions as proscribed in the Intro to the New Roman Missal. The cost for a matching shaped top would be approximately \$1,200 and a rectangular top would be approximately \$600. The Parish Council felt strongly about keeping the new shape close to the current shape and recommended the custom-shaped glass top.

Cash flow

- Cash flow is a negative \$22,432.70. This means the difference in cash balance from the beginning of the year to present has decreased by this amount. If this keeps up, there will be a need for many significant changes in our structure and operations.

Audit Report

- Father Andrew has the final report. This report has already been reviewed by the Finance Council at the last meeting, and it will be reviewed further in the near future. If any member of the Parish Council is interested in looking at the report, please schedule an appointment with Fr. Andrew.
- Among the areas pointed out to us for an immediate improvement are the following:
 - Security-related issues in all of our buildings.
 - A need to limit access to the church, tabernacle, and safes. Only the pastor and pastoral minister should have access.
 - Internal control and split duties in parish office.
 - Some procedural changes to better follow the Guidelines provided by the Archdiocese.
 - A need to re-evaluate and re-adjust our spending in light of the weak economy and decreased revenue of the past few years.
 - A need to speed up the process of paying off our debt. We need to increase the amount of the payments which we make on a monthly basis, which was decreased in the past years due to lower Sunday income.
 - Review and adjust the Faith Formation Programs in order to lower the cost to the parish and the subsidy the parish provides at this point.

Religious Education Costs

- Generally speaking, our religious education program is too large and too expensive.
- Judging by the weekly church attendance, and by the firsthand experience in the class rooms, it is possible that as many as 20-30% of the children/youth attending our programs may not be our parishioners. We are currently tallying numbers to be able to see the bigger picture.
- For pastoral and financial reasons, we may need to limit our Faith Formation Programs to only our parishioners.

Advent Tea

- We may need to add a second Advent Tea or allow early access to our parishioners. It was difficult to obtain tickets for some parishioners this year.
- The Christian Woman's Group organizes this function. They will be informed of this concern.

Stewardship

- Annette suggested that a listing of various ministries with a brief description be posted on our parish website. All agreed that this was a good idea.

Workshops

- Father Andrew was approached regarding hosting several workshops.
- Topics would include addiction related issues, intervention, depression, anger, grief and others, probably 6-7 offerings.
- Other parishes in the area would help promote.
- They would probably be weekly classes for 6-7 consecutive weeks.
- Handouts could be given to Religious Education students to take home.
- This will benefit our parish and was thought to be an excellent idea.

Parish Picnic

- The Parish Council has chaired the Parish Picnic for the last two years after the ushers bowed out. Art was the past chair, but is finishing his term on the council. Art asked that another council member consider this project. The date will most likely be 9/9/12. The ushers will still do 75% of the work and the chair is mostly needed to coordinate the activities and functions.

- Meeting ended at 9:05 with prayer by Fr. Andrew.
- Next parish pastoral council meeting will be January 17, 2012 at 7:00 PM.