



Pastoral Council Meeting Minutes
Father Peter Grace, CP
Wednesday, December 13th, 2017

Members Present: Father Peter Grace, Joyce-Lorraine Lisi, Susan Warren, Kayla McCaffrey, Marie Mays, Connie Moreno, Louise Lupo, Mike Ellison, Victor Sanchez, Misael Jaramillo, Pam Stitch, Andrea Ramírez, Stephanie Fonseca.

Excused: Martin Dramou, Dean Penny, Richard Rizzo, Ian Swank, Terry McMurray

Opening Prayer: Joyce-Lorraine Lisi called the meeting to order with the opening prayer by Connie Moreno at 7:04 PM.

Approval Of Minutes: Pam Stitch made a motion to approve the minutes as read for the November 8th meeting. Motion was seconded. Motion passed.

Youth Report: by Kayla McCaffrey (5 Minutes)

- We have not met since October 1st, therefore we do not have any recent youth events.
- Our meeting for November 8th got cancelled, this was supposed to be the meeting for planning the Turkey Tree project. Due to the short timeline, we can't do this Project this year.
- However, by collaborating with Patrick Ginty, we know the steps that we would take, and we feel more organized to take on the project in the future - we would know what to do, how to reach out to everyone, and how to complete the set up. Therefore, there may be hope for next year that we can complete the Turkey Tree Project.
- Upcoming youth events & service opportunities include:
Jan 19th, 2018 – March for life trip in Washington DC.
July 6-8th, 2018 – Life Teen Steubenville Conference Trip, in Duluth, GA.
- Faith Formation News:
December 18th, 2017 – Catechists' Christmas Dinner Party in the Parish Center.

Hispanic Youth Report: by Andrea Ramírez & Stephanie Morales. (5 Minutes)

- The Pastoral Council welcomed two new members, who will serve as our 2 Hispanic Youth representatives.
- The Hispanic Youth Group rehearsed and performed a play on our Lady of Guadalupe.
- The play was performed twice at the Masses.
- The Hispanic Youth Group is setting a goal to educate all youth on various practices and customs of our church.

Finance Report: by Dean Penny (absent), shared by Joyce-Lorraine Lisi.

1. New Rectory
 - a. We received approval this week from the Bishop and the Diocese Building and Real Estate Commission (BRE) for constructing the new rectory in the proposed location on land adjacent to the church. The approval also includes approval of the proposed floor plan. We also received approval to pursue purchase of the land for the rectory.



- b. We have submitted revisions to the finance plan to the Diocese this week. We are working through questions the Diocese staff has for our finances, and we anticipate receiving final Diocesan finance approval before the end of December.
 - c. We are engaging Tony Johnson, architect, to update the house plans, based on comments from the Building Committee.
 - d. Assuming we receive finance approval in December from Diocese, we hope to move forward with selling the existing rectory in 1st Quarter of 2018.
2. Land
- a. We are beginning discussions with the landowner on purchase of adjacent land.
 - b. She has committed verbally to selling us the 2 acres we need for the rectory.
 - c. We anticipate meeting with her in January to finalize the land purchase.
3. Finances
- a. Finance Council voted at the November meeting to utilize Food Festival Funds to reduce our mortgage principal. We are working with the Diocese on whether to go ahead and pay down principal on the loan now, or wait until we finalize payments for the new rectory. Either way, the funds will be used to reduce the amount we owe the Diocese.
 - b. We continue to monitor offertory / revenues closely. Offertory has grown over last year, but is currently running slightly behind the adopted budget. It is important that we continue to see a growth in the offertory, in order to be able to fund the personnel positions that were budgeted for in the current fiscal year – such as the music minister and the part time maintenance technician.
 - c. Similarly, we continue to monitor expenses with respect to revenues. We will manage our expenses so that they do not exceed revenues. Due to delays in filling personnel positions, our expenses currently are running below budget, and are approximately equal to revenues year to date. As such, as we do find viable candidates for the positions needed, we will need to find ways to fit the positions within our current revenue streams.
4. Storage
- a. We had to remove all church related items from the warehouse in Smithfield.
 - b. Several people worked hard to reduce the number of items stored, and to get those items moved to the storage facility near the airport.
 - c. We currently have 3 (maybe 4) storage units.
 - d. There are several items that we need to get rid of, as we don't need to be paying storage fees to house them. These include:
 Furniture – needs to be donated to needy families
 Office chairs (same as chairs in family room) – were graciously donated to the church. We are planning to sell these to anyone that is interested. This needs to be confirmed with Victor – who was successful in getting us this donation. Assuming Victor is ok – we plan to offer the chairs to parishioners for \$50/chair. See Jeff Rous or Father Peter.

Music Ministry: by Joyce-Lorraine Lisi

- A recent interview was conducted with a possible candidate for the Music ministry position.
- The interview received great feedback, and we are currently on the last stages of hiring, including running background checks and receiving additional references.
- The candidate expressed great ideas for the youth.



Old Business:

Maintenance Coordinator: by Louise Lupo

- An interview was conducted with parishioner, Benjamin Albanese for the Maintenance Coordinator position.
- The interview was successful, and he is a solid candidate to assist Jeff.

Sharing God's Blessings: by Connie Moreno

- Discussed the status of the Sharing God's Blessings campaign.
- The mailing of commitment cards, in English and Spanish, went out to about 2600 families.
- The recommendation of the committee is to begin working on this campaign earlier and to have Carmen get volunteers to do the mailing to the Spanish speaking families. This would make it more manageable.

Town Hall Meeting: by Susan Warren

- The first annual St. Ann Town Hall Open Forum Meeting on November 15th, 2017 had a good turn out.
- The audience consisted of a diverse group of parishioners.
- Everyone who attended shared their questions, comments, and concerns while bringing up valid points.
- Input was shared from other Pastoral Council members, all saying that the event was fairly successful, with no additional suggestions.
- Additional Town Hall meetings will possibly occur every 6-8 months.
- To receive input from parishioners who could not attend, we may use the bulletin for updates, as well as responding online through the church email and web pages.
- Topics such as the sign, church security, parking, traffic, the sound system, and welcoming new parishioners were discussed.

Fundraising Campaign: by Louise Lupo

- Will relate to the previous "Our Dreams" campaign.
- Statistics shared included: 2,600 families are currently in our parish, with a 5% increase in the next 2-5 years.
- This campaign will begin in January 2018, and will be a new campaign for parish goals. We would like to use Sunday's in April for campaign events.
- Input would be appreciated from parishioners.
- "Keep our vision growing" – KVG is the mission statement.
- A suggestion was brought up to not separate the blue envelopes from any other envelopes, including envelopes for the mortgage.

Santa Project: by Louise Lupo

- We would like to see more input, suggestions, and participation.
- Only approached by several parishioners within the parish council.

Parking:

- The parking lot is still in progress.
- Parishioners should continue to make a right turn onto Hwy 70 while exiting the church.

World Youth Day: by Father Peter Grace



- An impactful week for youth will occur January 22nd-27th, 2019.
- Arrangements for buses, accommodations, and meals are in progress and will be finalized.
- A goal is being set to make this trip a low cost for all of our youth.

Meeting was adjourned at 7:39 pm with The Hail Mary as the closing prayer by Father Peter Grace.

The next meeting is Wednesday, January 10th, 2018, at 7:00 pm.

Respectfully submitted:
Kayla A. McCaffrey

These minutes were approved as read on January 10, 2017.