



St. Ann Catholic Church Pastoral Council
July 15, 2024 7:00 PM
Meeting Minutes

Members: Father Peter Grace, Richard Boyd, Laci Conrad, Francisco Cucue-Campos, Tom Hartley, Hatciri Lopez, Anne Miller, Dean Penny, Lori Power, Stephanie Satkowiak, DJ Venne, Marina Guerrero, Nick Petro, Chris Vozdik, Sandy Vargas

Members Excused: Tom Hartley, Hatciri Lopez

Members Absent: Stephanie Satkowiak, Marina Guerrero

Guests: Father Dass, Father Andrew, Charlie Frank, Gerry Confreda, Lupe Villa

Recording Secretary: Laci Conrad

Opening Prayer: Nick Petro

Review and Approval of (May 2024) Minutes: Chris Vozdik made a motion to approve the June 2024 meeting minutes; Lori Power seconded the motion; all approved.

Revised meeting dates for 2024-2025: Anne shared the following revised meeting dates for the 2024-2025 pastoral council year:

Table with 2 columns: 2024, 2025. Rows list meeting dates for each month from July to December, including holiday exceptions like MLK and Presidents Day.



**Action items  
From Council  
Chair**

**Anne Miller:**

The council members confirmed their contact information on the PC roster. Anne reminded the council members of the importance of attending the council meetings each month and she thanked all members for their dedication.

Anne suggested that we keep a list of accomplishments made by the council this year and share it with the congregation. This will also be a way to help with recruitment efforts for new council members.

Anne shared that one of our staff members thanked the council for inviting them to the meetings. If there is anyone else we would like to invite, the staff are open to attending (even on a quarterly basis).

Anne shared her gratitude for the new council members who have already begun to serve the parish in their new role. She challenged the currently serving members to continue to serve our church. For example, reaching out to ministries to learn about their needs. She encouraged members to think and pray about opportunities where they can serve.

**Faith  
Formation  
Updates:**

Lupe Villa, Faith Formation Director

The 2024-2025 registration period is going well for Faith Formation. This is the first year that an orientation and registration took place concurrently and the response was higher than anticipated. Carmen attended the kickoff registration/orientation event and registered new parishioners. Elsa was on hand and helped with baptism registrations. Lisette also assisted with wedding registrations and special events.

There are 493 faith formation registrants to date. Registrations are low for the Sunday 9:30 a.m. faith formation session. Registration to date is a bit lower than in past years, but there tends to be a higher influx at the end of the summer with late registrants.

31 new catechists have volunteered to assist in the faith formation classes thanks to a concerted effort by our priests and Lupe to recruit new catechists.

Registrations will be taken after masses during the weekends of 7/21 and 7/28.

Several first-year confirmation students from last year (will be 2<sup>nd</sup> year students during 2024-2025) have not re-registered. Lupe will send out a reminder email about registration to these families.

The position of Youth Coordinator is still vacant, and the position is actively being recruited and interviews will begin soon.

VBS registration is currently taking place. Online registration is also available.

OCIA has 7 registrants this year. Father Dass has been assisting with questions that participants have during the sessions, and this has really helped to support the catechists. There are Spanish and English classes. Father Peter suggested increasing advertising for this program. Father Dass hosted a reunion for OCIA graduates, so they are not forgotten.

27 more Spanish speaking parishioners have signed up for the next session which will begin in the fall.

A special sacramental class for teens is also available and helps teens that may need some or all their sacraments.

The Faith Formation office strives to provide a lot of options for those seeking to learn about our faith and/or to receive sacraments. No is ever turned away; if there is a need, we find a way to serve.



**Google Calendar:**

Nick Petro

Nick set up a Pastoral Council calendar for electronic reminders of monthly meetings. Nick may also set up other events as they come up in relation to the council.

**Staff Updates:**

Gerry Confreda, Business Operations Manager

- Lorrie Bailey has been hired to assist the bookkeeper as cash coordinator. She will replace Cristian, who leaves at the end of July..
- Brody Cormack has been hired as a part-time audio-visual support person. He will begin work upon completion of Safe Environment training.
- A committee has been established to interview candidates for the Youth Coordinator position.

Recruitment challenges include the current state of the job market, and Diocese requirements such as specific times for the Safe Environment and background checks to be performed which delay start dates for new employees.

**Financial Update:**

Dean Penny

Dean shared the following budget updates (note it is the end of the fiscal year so there are two columns of data)

	June 2024			Fiscal Year 2023 / 2024		
	Actual	Budget	Variance	Actual	Budget	Variance
Revenue						
Offertory	\$ 89,490	\$ 107,333	\$ (17,843.34)	\$ 1,126,709	\$ 1,288,000	\$ (161,291)
Total Revenue	\$151,101	\$ 157,375	\$ (6,274.03)	\$ 1,966,740	\$ 1,888,500	\$ 78,240
Expenditures						
Total Expenditures	\$151,312	\$ 147,169	\$ 4,143.30	\$ 1,838,001	\$ 1,766,025	\$ 71,976
Net Revenue	-\$ 211	\$ 10,206	\$ (10,417.33)	\$ 128,739	\$ 122,475	\$ 6,264

**Key Financial Points:**

- Offertory finished the fiscal year below budget by \$161,291
- Total revenues are running ahead of budget; however, unrestricted funds ran \$123,812 below expenses.
- In order to continue funding church operations at existing levels (staff, ministries, etc.) we need to increase offertory for 2024/25 fiscal year by approx. \$175,000. (approx. \$50/registered family/year)

**\*\*Currently 1,000 – 1,400 families are contributing financially to the parish.**



**On-going Capital Projects:**

**Storage Building:** Still need following funds to complete:

Interior Drywall on ceilings, walls plus HVAC trim out	\$33,000
Electrical trim out (light fixtures, switches, etc.)	\$ 9,500
Brick Exterior	\$32,000
Exterior concrete slab	\$12,000
Backup Generator for Food Pantry Rooms	\$22,000
Site work – Rear storage, and access drive to FH	\$40,000
Total \$ to Complete	<u>\$148,500</u>

**Rectory – Backup Generator and Auto switch:**

Estimated Cost: \$22,000

Status: Awaiting funding

**Parish Center – Backup Generator for Food Pantry Freezers/Refrigerators**

Estimated Cost: \$30,000 - \$40,000 (waiting on complete estimate from electrical contractors)

Status: Awaiting funding

**Land**

**Acquisition:** Charlie Frank, Finance Council

Charlie reached out to the vacant land owned by Mr. Brooks (land parcel that is to the left of the church when facing the church from the road). Mr. Brooks may be willing to sell the land, but it is much more acreage than St. Ann’s needs. Mr. Brooks is not open to selling only a portion of the land to St. Ann’s. An approach that is being explored is to connect with private investors to purchase the land. The investors would then be able to subdivide the property and sell a portion of the land back to our parish.

Additional discussion occurred about developing a school on the land, potentially for a pre-k program. Charlie visited Sacred Heart parish in Pinehurst to learn about their established program. They graciously shared their financials and the setup, etc. This is a preliminary discussion as there are many projects in progress at St. Ann’s.

**BAA and Growing with Grace:**

Dean Penny presented the following report, provided Carmen Ruiz-Patino, Development Coordinator, who was unable to attend this month’s meeting.

**Growing with Grace:**

- # of pledges received 579
- Grand Total in pledges: \$3,106,135.85
- Gifts received as of July 10th: \$410,207.88 (this includes the food sales & other events \$40,664.45)



**Upcoming events:**

- Once again, a generous family has offered a matching gift for our Growing with Grace campaign. Any new pledges and/or new gifts received between now and September 28, our International Food Festival date, will be matched up to a maximum of \$400,000.
- We continue to work on reaching out to families that have contributed to the offertory, but that have not yet not made a pledge to the Growing with Grace campaign. The priests will make personal calls and mail letters to gain additional pledges.
- On the weekend of July 27/28, we will hold an Appreciation/Thank you weekend, put up a tent in the front of the church and provide free snacks and drinks as a way of thanking the parishioners. We will promote volunteer opportunities for those wishing to help with future events. GWG volunteers will be available to answer questions and give updates.
- Reminder, first Friday adoration has been extended to 24 Hour Adoration for St. Ann Parish community intentions and to continue praying for our Capital Campaign. We need to ensure the daytime adoration is being covered. Next First Friday is August 2nd.

**BAA:**

- Gifts received as of today July 10th: \$102,258
- Approximately 467 families have donated
- 85% of our goal has been reached
- We hope to have a matching gift to help reach our goal. This would be promoted in the month of August and end September 8th with the Feast of Nativity of the Blessed Virgin Mary, hopefully announcing we reach our goal.

**Increased Offertory Program:**

1. A meeting is scheduled with Father Peter and Father Clemente for Wednesday, August 7th at 6pm to work with the group of individuals/volunteers that are interested in helping us through this process.
2. We need to let the community know all that St. Ann's is doing, staff, ministries, etc.
  - Begin to create a shortlist of ideas of stories to be told - staff / volunteers to interview - ministries / events / impacts that tell the impact that St Ann is having on our community.
  - We will want to start the roll out of OIP (Offertory Increase Program) by early Oct - after the Food Festival. This could then culminate on Oct 20th - church celebration for missions.

**Welcoming Committee:**

We continue to have more new families move to the area and newcomers, with the guidance of Father Dass, we will work to revive the Welcoming Committee to brainstorm ideas. A meeting for anyone interested in forming part of this ministry is scheduled for Wednesday, July 31st at 7pm in the parish center.

**Current & Ongoing Topics:**

One of the migrant workers died last week while working in the field and a collection was taken up after Masses the weekend of 7/14. A donation of \$6,335 was given to his family (wife and two children).

**Blood Drive:**

Friday, August 2<sup>nd</sup> 12:30-5:30 p.m. at St. Ann's in the parish center.



**Clayton Harvest Festival Update:** (week of October 26<sup>th</sup>), Rich Boyd  
Rich is working with Carmen to secure a booth for St. Ann's at the festival. The goal is to sell Mexican food and offer the community a chance to "ask a priest" a question about the Catholic faith. (Tentative hours are 9 a.m. – 4-5 p.m.). Additional volunteers are needed to assist the priests in the booth.

**Pastoral Council Elections:** Anne Miller  
Anne, Nick, Frank, and Laci will form a committee to review and potentially revise the current election process. Anne asked for additional volunteers from the council to participate.

**Bicentennial celebration(s):** Lori Power and Father Peter  
Lori has started a project in which she will research and share the history of St. Ann's through installments of stories. She will use historical information found at the church, diocese, libraries, etc. and publish the story to make it available to everyone.

Lori is also working on forming a committee to educate parishioners on the Novena with the goal to involve the English community more in this celebration.

**Father Dass:**

Father Dass suggested that the Pastoral Council assist the priests by having an email inbox for parishioners to email concerns and have them addressed by the council members. This will be discussed in further detail at upcoming meetings.

A speeding issue in the church parking lot was brought to Father's attention. The Safety Committee is working on this issue. Gerry to assist/provide input and will attend the next Safety Committee meeting to address further.

**Challenges With Audio:**

**Church Speakers:** Nick Petro

Nick shared a summary of his findings and actions taken to address the intermittent audio issues occurring at Masses primarily celebrated by Father Dass. He has determined that the problem is some sort of frequency interference.

**Conclusions:**

- Something is causing radio frequency interference in or around our church that is randomly causing interference with Fr. Dass' belt pack microphone. It is more pronounced at very specific locations within the Nave and up on the Sanctuary near the Altar.
- The problem **IS NOT** related to the type of microphone that Fr. Dass uses (the lapel microphone), where Fr. Dass is placing or wearing his lapel microphone, or how he is wearing the belt pack transmitter on his person during Mass.
- The problem is specifically related to the belt pack microphone transmitter/receiver combo frequency; and is NOT related to any other part or component of the sound system (microphone, mixer, amplifier or speakers.)
- It is hoped that, having changed the frequency, this problem won't happen again. If it does, we'll simply need to find another useable frequency.
- Research will continue to try and determine the source of the interference and/or which frequencies are best to use to avoid recurrence of the problem on any of the belt pack microphones.

July 15, 2024

## ST. ANN CATHOLIC CHURCH



**Father's  
Remarks and  
Closing Prayer:**

Father thanked the finance committee for their work in assisting with keeping up with the expansion of the parish. He recognized Gerry for his recruiting efforts. He reminded us that some things do not happen quickly [i.e. change we want to see]. He appreciates that people see the need and they respond to help at our parish. Father is hopeful for the AV support [from the new part time employee] and wants to have a consistent product.

“Appreciate the good despite the evil.” – Father Peter Grace

***The next Pastoral Council Meeting is August 19, 2024, at 7 p.m. in Learning Center Room 208.***

Meeting adjourned at: 8:36 p.m.  
Respectfully submitted by Laci Conrad