

Minutes of Parish Council Meeting
April 13, 2010, 7-8:40pm

In attendance: Fr. Patrick Goodwin; Alexandra Murphy; Rick Arellano; Thomas Sullivan; Mary Kate Hollock, Chris Olofson, Eileen Estilo

Absent: Barbara DeLuca, Paul Canales

Fr. Patrick reported that Easter Liturgies went well. Rick commented that the Good Friday Stations of the Cross was exceptionally good, but not as well attended as expected. According to Cathy and George, overall attendance was up, however. Greeters were very welcoming.

Mary Kate reported on liturgy. Friday evening services for lent were poorly attended – about 25-30 people at the service. The Lenten booklet outlining events was very helpful. Fr. Goodwin has been hopeful that attendance will increase over the years. Easter Sunday seemed busier than last year.

Eileen reported on the New Family orientation retreat and the ministry fair. We've decided to forego the spring retreat for new families so that we can plan a better, more complete retreat in the fall. Sharon's new position on staff gives us a unique opportunity to stand back and evaluate the programs and strategize on how we can bring more faith to our parishioners. With Sharon on board, we can look at the whole calendar year and create synergy with other ministries such as Faith Formation. Fr. Patrick reiterated that we need to build a program rather than a daily retreat – it should be a long term plan and commitment. We are still looking at the ministry fair in conjunction with the activities on the first day of school.

Fr. Patrick talked about the possibility of changing Back to School night – it seems mostly about the auction. He hopes to create a more flexible meeting – perhaps reduce auction time, introduce Sharon and spend more time on what's happening at the school. Parents seem to miss the recognition of the teachers. Perhaps Fr. Patrick can do the opening prayer and introduce Sharon and her role as a conduit for unifying the church and school. Eileen will talk to Christine Forth regarding the meeting, and Fr. Patrick will talk to Judy.

Alex reported that the bulletin project is on hold until staff job descriptions are finalized. A complete redesign isn't as necessary as weekly creativity – all this would take is a day's training on MS Publisher. People seem to respond positively to the financial section which was very easy to create. According to Michele Schwartz, we need to keep color photos on the cover only – inside should just be black and white.

Rick asked if the parish was comfortable with the monthly financial reporting, and could we or should we produce more. Apart from including the annual budget as an insert in the bulletin, Tom felt the information was sufficient. The financial report shows a projected \$39,000 deficit for this year.

Fr. Patrick would like to see us saving 5-10% of our income every year for emergencies. Our parking lot is in need of repair, and we are looking at estimates. The range is from \$113-250k. But those quotes were obtained before the economic downturn – we may get it cheaper, and

the best time to do it is in the summer when school is closed. Alex reminded council about summer camps, but that has already been taken in to account.

Sharon's position has not been accounted for in the annual budget. We'll be increasing our debt to accommodate. However, Sharon's salary will be 50% covered by the school. She also may not begin until summer, so it won't be a full year's salary. Rick will work with Dick to discuss how we will adjust the budget to accommodate this salary. Alex will talk to Debbie to see if EFT forms have made a difference since January.

The 2010-11 school contract was adjusted to require an in parish family contribution of \$750 annually. School in-parish families were reviewed and notified if they were not meeting their annual contribution for this year of \$600. It actually wasn't as many families as we anticipated - the vast majority of our families are active.

Chris, Tom and Mimi Maloney met regarding the funeral reception ministry. Mimi Maloney provided a list of best practices. We need to make a decision on the alcohol policy. Of course, families would provide their own liquor, and it would not be sold, but if there is alcohol, there must be a one day insurance policy. This would be part of their rental agreement. In either case, it would be restricted to beer and wine. As far as equipment and linens, we need to provide some kind of one-time contribution to this ministry and then storage for it, for funeral use only. Chris will talk to Kristine and Debbie about this. Eileen, as school auction chair, talked about the possibility of us owning our own items that will eventually pay for themselves. Chris and Eileen will work together on the purchasing for the benefit of a volume discount. Someday, we might want to include the rental of equipment as a sales item along with the facility rental. The funeral ministry may not be offered until early fall. We hope to build a 12 person team for this that would be on call on a rotating basis. There would be 3-4 people for each funeral that would provide food and service. We estimate 25-30 funerals per year, so committee members would be called once a month.

Tom discussed our candidate list for council replacements – Mary Kate and Paul will be leaving, and we were short one member this year. We have two definite candidates, Peter Boero and Brent Kolhede. Eileen will be talking to Joanne Karchmer to include, too. As soon as we have the candidates lined up, we'll go through the discernment process and interviews.

Regarding stewardship and finance, Rick and Chris redesigned the envelopes and we will begin publishing them with a selection of dollar amounts on them.

We want to start using the condensed mission statement. This should appear on the bulletin. We'll continue branding with this new mission statement. Alex will make sure this appears on the bulletin next week.

There is a possibility that the Bishop will meet with the council on May 8th. We're still waiting for the final schedule, but there may be a meeting from 3-5 on Saturday, May 8th.

Our next meeting is the last of the year. The tradition is to have a pot luck, and it tends to be a short meeting followed by dinner. Tentatively, we'll have a 6-7pm meeting, followed by dinner with the new council members. Spouses, significant others, and staff members are also invited. Tom will be sure to invite the staff.

Meeting adjourned at 8:15pm