

St. Mary's Parish Council Meeting Minutes
October 13, 2009
DRAFT

Opening Prayer and Reflection: Lori Dewar – Prayer and reflection on Gospel of Mark 10:17-30; “How can the pleasures and comforts of this world become barrier to your relationship with God?”

Presided By: Father Raymond Goodwin

Present: Lori Dewar, Janice Mead, Sister Yvonne Millman, Rolande Parent, Helen Rehberg, Mary Szymczak, Tom Tellier, Donna Verdolino

Absent: Rebecca Edwards, Carol Forvanti

Ministries: John Renzoni, Religious Ed; Janice Mead for Bob Bazinet, Stewardship; Joe MacDonough, Finance; Lisa Stewart, Cluster Business Manager

Guests: none

September Minutes: Approved

Pastor's Update: Father Ray

- **Update on St. Philip:**
- Parish Council nomination process has begun.
- Boiler bids received; Peterson Oil to install within the next few weeks. Letter to congregation encouraging donations will go out shortly.
- Met with Carole LeBlanc, Religious Ed. Director at St. James. She will handle Religious Ed. responsibilities for St. Philip's on Mondays and Tuesdays.
- Mary O'Hara still involved with Religious Ed and does not have to plans to retire. A reception to honor her years of service is being planned by St. Philip's Religious Ed. teachers.
- Rectory to remain heated and open.
- Michael Gillespie, Stewardship Chairperson, recently expanded Ministry from Time and Talent only to include Finance (Treasure) component.
- Joanne Padgett to present Soup Kitchen Ministry to congregation of St. Philip's in the coming week.

- **Business Manager Update:** In the first week of October, Lisa Stewart began in her position as Business Manager of the cluster parishes. She has visited St. Philip's and has plans to visit St. James very soon. For the coming fiscal year, Lisa's salary will be split 60/40 with St. Philip's. Fr. Ray reiterated that he has been given the assignment of Administrator of St. Philip's and that there are no plans to close the parish.

- **Annual Celebration for Life:** A Mass will be offered on Sunday, November 1, 2009 at 2:00PM for the souls of parishioners who've died in the past year. Invitations have been mailed to the families of the deceased. Following the Mass, a reception will take place in the Gathering Space. Candle holders with a picture of the deceased will be given to each family. In future years, the Mass for the All Souls celebration will be offered on the 1st Sunday in November. Monthly letters will continue to be mailed to grieving families.

- **General Comments:**
- Pat Szczur has completed the training required for the Parish Nurse position. A donation will be sought to cover her annual salary. It is expected that she would work between 12 – 15 hours a week at a rate of \$20 per hour.
- Fr. Ray, Lisa Stewart, and Joe MacDonough attended a Finance meeting with the Bishop on October 12, 2009. It was noted that many parishes are operating at a deficit prompting the need for a Diocesan Fund Raising event in 2010. St. Mary's is planning to continue with the same Stewardship appeal as they have in past years.
- Fr. Ray will attend the induction of parishioner, Kevin Thurber as Eagle Scout.
- Bob Bazinet of the Stewardship Ministry has suggested more widespread publicity throughout the cluster parishes and community regarding future Blessing of the Animals.
- Deacon Nick is still helping out occasionally. He has spent some time with Lisa Stewart to help her get acclimated.

Chairperson's Comments: Janice Mead

- **Contact List:** updated
- **Calendar Updates:** To be added:
 - October:** Leading the Rosary by various Parish ministries on all weekends.
 - November:** Celebration of Life Mass.
- **Photos and Biographies for Web Site:** Biographies are complete; several pictures remain incomplete.
- **Book - "Four Methods for Building Effective Parish Councils":** book remains with St. Philip's members, John Reimer and Joe Tancrell, as they work toward the development of a Parish Council.
- **Received Correspondence:** none
- **Business Manager at Parish Council Meeting:** Lisa Stewart was attending and welcomed by the Council.

Ministry Updates

Religious Education: John Renzoni

- Religious Ed. Board met on September 22, 2009.
- Current enrollment is 290 students, up from 280 in 2008.
- Registration included 157 families on time and 38 late.
- Registration fees remain unchanged from 2008 at \$45 per child in Grades 1 -8 with a \$95 cap per family. The fee for High School students is \$45 per child with the exception of the Confirmation candidates fee of \$75 per child.
- A new policy for student withdrawal from the program is 100% prior to the workbook purchase and \$27 after.
- A discount for early registration is being considered.
- Open enrollment for Cluster parishes is anticipated for 2010. Differences in fee structures are being addressed. St. Philip's is currently lower than St. Mary's.
- Upcoming events include the Cluster Father Daughter Dance on November 6th, to be held at St. Philip's for Grades 1 -5. Also, scheduled is the Pot Luck Supper on November 20th to highlight that November is Religious Education month.
- Sr. Yvonne offered a reminder of the deanery sponsored performance of liturgical musicians, Tom Kendzia and ValLimar Jansen, at St. Luke's Church on October 22nd at 7:00 PM.
- Issues that were discussed include some difficulties with the new class times of 45 minutes, particularly parental punctuality or lack thereof.
- Parish Council concerns with traffic and safety were discussed. Particular concern centered around the release of 7:30 AM Mass as students come in for the 8:30 AM session. Several suggestions were discussed for the Religious Ed. Board to consider, including the possibility of a crossing guard or blocking the parking spaces on the

street that restrict the visibility of crossing pedestrians and drivers.

Stewardship: Janice Mead, for Bob Bazinet

The Blessing of the Animals was well attended in October. Future Parish Council meetings will have a Stewardship member in attendance.

Finance: Joe MacDonough

- Last Finance Board Meeting was held on September 15, 2009.
- The Budget draft has been finalized.
- The FY'2009 loss of \$517 is comparable to previous year losses.
- By mid-November a 5 year comparison of Financial Statements will be published in the bulletin. Results in 4 of the past 5 years have been a deficit.
- Expenses have been pared to the bone. Profitability will have to come from increased revenue.
- Preliminary look at September results appears to be a breakeven.
- Cashflow has allowed for all mandatory debts to be paid.

Old Business

Achievement Award Car Wash: Tom Tellier

- Only 7 students and no chaperones signed up therefore, the carwash was canceled.
- Responsibility for raising Student Achievement Award funds was thought to belong to the Parish Council, not the students who might one day benefit from the award.
- A Parish Council Bake Sale to raise funds was considered for the weekend of November 14th and 15th, with Helen Rehberg coordinating.
- A list of worthy donations will be prepared and will include the Student Achievement Award fund.

Safe Environment:Policy: Approved

Reception for Pam and Lisa: Group

- After all weekend Masses on October 24th and 25th, there will be a reception in the gathering space to welcome Pam Cross and Lisa Stewart.
- Parish Council will sponsor the event and will meet separately to coordinate.

St. Philip's Christmas Fair: Donna Verdolino

- The Fair will take place on Saturday, December 5th from 10:00AM to 2:00PM.
- There has not been any response from St. Philip's regarding the possibility of setting up a St. Mary's table with gift baskets and crafts.
- If a table is approved by St. Philip's, a bulletin announcement will be made.

Spring Fund Raiser – getting the word out: Group

- The pros and cons of a Car raffle were discussed. Some negative results were noted by other Parishes. A Cash raffle was thought to be safer.
 - Event should take place prior to May 23rd, the end of Religious Ed. sessions.
 - Fundraiser necessary to support St. Mary's General Fund.
 - Marketing/Non-profit Fundraiser person should be sought out through the Bulletin to optimize proceeds from the event.
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Cluster Parish Picnic: Group

- Seeking a committee to coordinate the event to be held in August..
- Check with Stewardship for possibility of Cluster Anniversary celebration.

New Agenda Items

October Rosary: Lori Dewar

- Ministries have responded positively to leading the Rosary throughout the weekends, despite the late start.

Paint: Janice Mead

- Sanctuary and other interior areas of the Church appear ready for general paint update.
- Consider a review process and maintenance schedule for paint update of certain areas annually.
- Discuss with Property Ministry.

Next Meeting: The next meeting will take place on November 10, 2009 with prayer and reflection by Mary Szymczak.

Closing Prayer: Fr. Ray Goodwin

Minutes respectfully submitted by Rolande Parent, acting Parish Council Secretary