

Minutes of Pastoral Council Meeting,
St. Peter the Apostle Catholic Church, Onley, Virginia
February 6, 2014

Attendees:

Father Lito

Lou Hinds (chairman)

Jack Pierson (vice-chairman)

Christine Waldenmaier (taking minutes)

Benjamin Gutierrez

Ivan Deanda (Hispanic secretary)

Kathy Greene

Jennifer Langley

Jack Pierson

Opening prayer: All joined in opening prayer led by Lou Hinds.

Fr. Lito welcomed Ivan Deanda as the new Hispanic secretary.

Review of the January 16, 2014 minutes: There was one small correction to the minutes. A motion was made by Jennifer to accept the minutes of the May 16, 2013 meeting. The motion was seconded by Jack. All agreed and the minutes were approved.

Action Item: The approved minutes of the January 16, 2014 Pastoral Council meeting will be sent to Pat Hirsch to put on the website and to Joanne Boyko for posting on the bulletin board.

Agenda Items:

1) Community Life Coordinator

Jennifer started off the discussion by suggesting that we have more than one Community Life Coordinator. She recommended a group of three people to form the core leadership group with volunteers that they could call depending on the needs of the event.

Lou suggested that we ask the Parish for a group of people to share their time and talents for these core leaders and volunteers. Christine asked if there was something written as to what would be expected of a Community Life Coordinator. Fr. Lito responded that he would write up the job description.

Action Item: Fr. Lito will write up a job description. Father will ask the three individuals suggested if they want to do it. Ben and Ivan will ask the Hispanic group for candidates at the next meeting.

2) Inclement Weather Policy

Lou suggested that the weekday Masses should be cancelled if schools are cancelled. Chris suggested that we also listen to the radio and cancel Masses if the State Police are asking people to stay off the roads. As for Weekend Masses, Lou suggested that we cancel Mass if the roads are icy or if there is more than two inches of snow on the roads. Lou asked Fr. Lito if the message on the phone answering machine could be changed so that parishioners could call and see if Mass was cancelled. Fr. Lito said he would check with Joanne to see if she could change it.

Lou offered to call the radio station to announce the Mass cancellation if Fr. Lito determined that we needed to cancel Masses. It was decided, therefore, that we would recommend that everyone listen to WESR, 103.3 or go to its website for that announcement. If possible, the message would be changed on the Church answering machine also.

Lou also mentioned that we need a group of parishioners who we can call for snow removal. This group would clean walkways around the Church, in front of the rectory and the religious education building. Jennifer mentioned that she and Sarah Coleman had volunteered at the last Religious Education meeting to clear the walks for the Religious Education building if it snowed again.

Action Item: Chris will write up an announcement and email it to Lou, Jack, Ben and Ivan for validation and for communication at all Masses. Fr. Lito will check with Joanne about changing the phone answering machine.

3) A Parish Vision Statement

Lou asked if our Parish had a Mission Statement. Jennifer showed him the one written on the bulletin. Lou commented that a Mission statement should always stay the same while a vision statement is usually set for a period such as 5 or 10 years. He suggested that the Parish create a vision statement. He passed around a vision statement of the Catholic Schools of Richmond and other examples of vision and mission statements. Lou wanted to know if the other parish council members would like to have a vision statement. He suggested that we need to have all the ministries involved and asked to introduce the idea of the vision statement to all the heads of the ministries at the next

pastoral council meeting. Lou moved to ask for volunteers for a committee at the next meeting to form a vision statement. Ben seconded it.

Action Item: Lou will introduce the idea of a vision statement for St. Peters at the next Pastoral Council meeting when representatives of all the ministries are attending. He will ask for volunteers for a committee that would form this vision statement.

4) Hispanic Meeting

Ivan and Ben reported on the first Hispanic ministries meeting with the newly appointed leaders. They were encouraged by the response and said that enthusiasm was high. Ivan mentioned that they had discussed a problem at the 5:00 Mass when the organist didn't show up to play and they weren't able to find out what to do. Fr. Lito suggested that Ivan talk with Carolyn Harney. He also suggested that copies of the Spanish songs be made so that everyone can sing along and that the songs and page numbers be announced by a choir member before they are played. Lou asked Ben if they had discussed Ben's idea for creating three teams for grounds upkeep. Ben replied that they hadn't had time at this first meeting with the new leadership, but at the next meeting in two weeks they might have time to discuss this with the group.

Action Item: Ivan will call Carolyn Harney and copies will be made of Spanish songs for future Masses.

5) Building and Renovation Guidelines

Fr. Lito reported that he had just come from a meeting in Richmond where they told him that all property is owned by the Bishop. Therefore, any major changes made to building or grounds must have the Bishop's approval. Additionally, if we want to renovate or build we now have an architect in the diocese to help us with this. The Guidelines are still being written and if we want to make suggestions for them we are to contact Fr. Rob Cole, Chairman of the Building and Renovation Commission. Also, Fr. Lito showed us a revised form CT1545 for a medium level project. Lou Hinds will be given a copy.

6) Finance Council Communication

Lou wondered why the Pastoral Council was not informed of the problems with meeting monthly expenses *before* the announcement was made to the Parish asking for more money. As members of the Pastoral Council we should have "all" been able to answer the question as to why we needed more funds, if we had been asked. Lou asked how we can talk about renovations when we haven't got enough money for operating expenses.

Chris replied that her understanding was that the money for Capital improvements had been collected specifically for that, therefore, operating expenses couldn't be taken out of those funds. Jennifer commented that she had heard parishioners questioning this request for more money, but both Jennifer and Kathy commented that they didn't personally mind giving a few more dollars. Fr. Lito suggested that we have a joint meeting of the Parish Council, the Finance Council and the Capital Expenditure Committee to work out where we stand with the current budget. Fr. Lito also reminded everyone that the Capital Expenditure Committee needs to bring projects to the Pastoral Council for approval. The Pastoral Council is the collaborator of the Pastor so we have the final word on the projects.

Action Item – If still needed after next month's meeting with all the ministry heads, we will schedule a joint meeting of the members of the Pastoral, Finance and Capital Expenditure Committees.

7) Time and Talents –

Lou suggests we have a time, treasure and talent Sunday. A handout would be passed out for people to tell what they have talent or experience in and a list of all the ministries. The handouts would be collected and sorted into groups. Lou asked if the Council would approve this idea to be presented at next month's meeting. Each ministry head would be asked to write up a short blurb of what they do.

Action item - Present this idea at the next Pastoral Council meeting for input from the various ministry leaders.

Closing Prayer: Fr. Lito ended with a closing prayer

Next Pastoral Council Meeting is scheduled for March 6, 2014.