

Minutes of Pastoral Council Meeting
October 14, 2015

Attendees:

Father Roger
Father Jimmy
Lou Hinds (Chairman)
Kathy Greene (Co-Chair)
Ben Gutierrez (acting as translator for Fr. Jimmy)
Jennifer Langley
John Tyson
Christine Waldenmaier (taking minutes)
Joanne Boyko

Opening Prayer: All joined in the opening prayer lead by Lou Hinds.

Approval of the minutes – John Tyson moved to accept the minutes from the September meeting. Kathy Greene seconded it. All voted in favor of approving the September 18th minutes.

Parochial Vicar – Fr. Roger explained that Fr. Jimmy has been appointed as Parochial Vicar for St. Peter's by the Bishop. As a Parochial Vicar, Fr. Jimmy will assist Fr. Roger in all the sacramental activities of St. Peter's community. For this reason he can serve the Anglo and Hispanic communities. Because he is a Spanish speaker he will work more closely with the Hispanic Community and will report to Fr. Roger and the Pastoral Council matters pertaining to the Hispanic Community.

Unfortunately, this appointment may be changed at any time. There is no specific length of time that Fr. Jimmy is appointed to work with us, therefore, Fr. Roger said that we should consider any amount of time that he is here as a blessing. For the months of September and October Fr. Jimmy is trying his best to learn English and to say the Mass in English and will share the daily Masses. For Sunday Masses the homily will be said by Fr. Roger to the English speaking community and by Fr. Jimmy to the Hispanic speaking community regardless of who may be presiding at the Mass. Fr. Roger says he is very happy that Fr. Jimmy is trying his best to learn English because we are one Church with one mission no matter which language we speak.

Lou Hinds asked who is pays the salary for Fr. Jimmy. Fr. Roger answered that for new priests the Diocese pays the salary for the first 4 months. After that time discussion will ensue with the Diocese. Lou Hinds asked what the normal salary of a Parochial Vicar is. Fr. Roger answered that the allowance or salary for the new priests, including benefits, is \$4,870.00/month. After 4 months the Parish usually pays for the priests and Fr. Roger agrees that it may be too much for our Parish. He is hopeful that the Diocese will continue to pay for Fr. Jimmy's allowance after 4 months.

Ben Gutierrez explained to everyone that the Hispanic Masses have been overflowing since Fr. Jimmy has been preaching. Ben explained that Fr. Jimmy, after trying to serve Holy Communion to parishioners in the Parish Hall, announced at Mass that we need a larger Church. Ben said that many Hispanic

parishioners have expressed their desire to get started on expanding the Church. They are eager to raise the money and start working toward a larger facility. They have asked Ben to express this desire to the Pastoral Council at this current meeting. Ben stated that he would really like to help to work with the renovation committee to get this work started.

Lou Hinds expressed his concern that the Hispanic community is already becoming very attached to Fr. Jimmy and that he could be transferred away at any time. Lou asked Ben to prepare the Hispanic community for that possible reality. Ben replied that he would work with Fr. Jimmy to do just that. Fr. Roger added that as priests they have to be ready at all times for a transfer. Their job is to obey the wishes of the Bishop and they are prepared if they need to move. Fr. Roger asked that we pray that they can stay 6 years.

Fr. Roger's Priorities for the Parish

Calendar of Events and Building Security - Fr. Roger explained that we have annual activities in the Parish which include the ministries and the Pastoral Council. He reiterated that we have our Vision and Mission statements which can be seen in the Bulletin. He referenced the flow diagram on the bulletin board which shows the hierarchy of the ministries. He expressed the critical need for an annual calendar of meetings and events which is maintained and approved in the Parish office. **He would like a schedule of yearly activities (planned meetings and events) from each ministry.**

Furthermore, Fr. Roger has a special concern for lights being left on, candles left lit near flammable surfaces, and made the point that he has observed these things himself. Lou Hinds commented that Parish policy states that all meetings are to end by 10 pm unless specific permission to stay later has been requested. The responsible individual for that evening's event should make sure that the rooms (including restrooms) are clean, windows are closed, lights off, doors locked, and the building is secure. If these simple procedures are not followed, that responsible individual/group will not be given permission to use the facility in the future. We need to enforce these rules. John Tyson mentioned that he has found the door unlocked and Joanne commented that the alarm needs to be set also. John Tyson suggested that we determine who has keys and give each person a code to the alarm so we can determine who is responsible for locking and unlocking the building.

Fr. Roger asked if we could meet with all the Ministry heads to encourage responsibility for opening and locking the building. He repeated that only the chairpersons of each ministry should unlock and lock the doors. Lou Hinds said that the next Pastoral Council quarterly ministry head meeting would be a good time to bring that up.

Church Expansion - Fr. Roger explained that Fr. Lito had told him that we have two projects – the expansion of the Church and the upgrade of the parking lot. Fr. Roger asked Fr. Lito which project was most important? Fr. Lito thought the expansion of the Church was his first priority. After two months and 13 days of prayer and reflection, Fr. Roger agreed that we need to first build the House of God and then God will give us more blessings for the parking lot. He added, that he needed to learn the thoughts of the Parish Pastoral Council.

John Tyson reminded the Council that at the last Pastoral Council meeting before Fr. Rogers's arrival the Council voted to approve a parking lot renovation. He went on to say that the contractors would be able to upgrade the lot to an all-weather parking lot for roughly \$200,000 which does not include much expansion in size.

John also asked about the value of the property that the Church owns on Rt. 13. Joanne Boyko suggested the appraisal was \$125,000. John Tyson mentioned that the Knights of Columbus could loan us up to 75% of the entire Church property.

Fr. Roger commented that he had not known that the Pastoral Council had approved the parking lot renovation already. Fr. Lito had not communicated this statement to Fr. Roger when they discussed the Church expansion project.

Lou suggested that our Parish management works very similar to that of U.S. governance system. Where the Pastoral Council has a similar role to that of an Authorizing Committee and the Finance Council has a similar role to that of the Appropriations Committee. Only the Parish Council can authorize/sanction a project but the Finance Council must determine if sufficient funds are available to undertake that project. The final approval of a project rest with the Father. Once a project has been authorized, funded and approved the project may commence.

Ben, John and Lou expressed the need to improve the parking lot lighting first for safety reasons. Additionally, it was agreed that we need a temporary fix of the parking lot for times when we have heavy rain or bad weather.

Kathy Greene suggested that Fr. Roger consult the minutes from the July meeting where the Parking lot expansion was authorized. In those minutes it states that the lighting will cost \$30,000. Lou reminded the group that we don't have a cost estimate for stone that would be used to temporarily fix the parking lot, but that we could bring that to the November meeting.

After some discussion the group agreed that temporary repairs/fix of the Church parking lot is necessary and that the installation of permanent parking lot lighting is needed for safety and security.

Lou commented that we should request the Finance Council and Renovation Committee to the November Pastoral Council meeting.

Fr. Roger will go and tell the parishioners of these plans for renovation in order to start the process of asking for funds. After the consent of the parishioners he will inform the Diocese of our plans.

Ministry Management Speaker and Retreat - Joanne Boyko – The Diocese had a Business Management meeting which Joanne attended and heard an excellent speaker named Dennis Corcoran. Mr. Corcoran encouraged each Ministry to plan needs for financing at the beginning of each year instead of waiting until things arise. Joanne discovered that the Diocese will pay for Mr. Corcoran to come to the Eastern Shore from New Jersey to help all three parishes on the Eastern Shore. We need only to provide his travel and meals. January 13, 14 and 15 are the dates he would be available. Joanne has already checked with the other two churches on the Eastern Shore and they have expressed that Thursday, Jan

14th is the best date for them. The Council confirmed that Thursday January 14th we would host the Retreat and also the Pastoral Council meeting. Lou suggested we supply refreshments for the meeting. The time for our Pastoral Council meeting will be determined in the future.

Finance Council Budget Reports - Fr. Roger asked if the Finance Council regularly reports to the Pastoral Council. He had heard that we are running a deficit this year of over \$9,000.00. Lou Hinds commented that usually we don't have the Finance Council report directly to the Parish Council, but that at the quarterly meeting of all the ministries they give an update. Fr. Roger asked that the Pastoral Council get a more detailed analysis of the budget and the expenditures from the Finance Council at least once a year.

New Pastoral Council Members – Fr. Roger has asked that all Pastoral Council members stay on for one more year. All members agreed and suggested that Lou Hinds stay on a Chairman. Lou agreed as long as Kathy Greene remained Vice chairperson. Jack Pierson will be informed of this extension of his appointment on the Pastoral Council.

Parish Yard Sale – Fr. Roger asked the Pastoral Council if we should have a Yard sale again as people have been asking him about it. Lou reviewed the Yard sale from last year for Fr. Roger and explained that it takes 4-5 months to plan and execute. Kathy Greene explained that last year's Yard Sale, while successful, had big donations from two estates. We made over \$1,000.00 in sales. Lou Hinds said that weather is very important and we need good weather for a successful venue. For this reason, Lou suggested late springtime of next year. Ben suggested we let the Hispanic Community know so that they can save up items for the sale. Kathy Greene asked if the Hispanic bands could play and Ben added that we can barbeque chicken to raise funds for the Church. Joanne suggested that we limit the food sales to only parishioners. Lou reminded the group that we must consult the calendar so we don't conflict with any other events in the community.

Simbang Gabi, Christmas Party and Our Lady of Guadalupe celebration. Simbang gabi will be on December 19th at 5 pm. The Parish ministry Christmas Party will be on December 11th at 6 pm and on December 12th we will have a celebration for Our Lady of Guadalupe.

Lou Hinds asked that the minutes from this meeting be transcribed into Spanish as soon as possible.

Fr. Roger closed the meeting with a Prayer.

The next meeting will be November 12, 2015 at 7 pm