

Minutes, PPC November 21, 2017

Present: Fr. Iorio, Fr. Guerrero, John Schweitzer, Kim Dahlgren, Lucia Jank, Leila Al-Imad,

Not Present: Laura Willard, Nancy Flaherty, Marisol Mills, Joe Maille excused. Stephanie Swanson

No quorum.

Opening prayer - John Schweitzer

Mike Thomas - Finance report

\$22,000 surplus now.

Expenses and revenues are in line. We do have funds and we need a long-term strategy.

We have not had a significant drop off in revenue. Our year over year comparison shows the budget is comparable to last year.

There is approximately one year left in the Home Campaign. Once that year is over, 100% of the donations that replace Home donations can be used for capital improvement or major maintenance as opposed to the fraction that is retained by St. Mary's now. It's important to have our vision in place prior to the end of the Home Campaign.

There is \$400,000 available to us at present including reserves. We are setting money aside monthly. A bequest should come in this year.

Giving Tuesday for Catholic Church was a potential new effort within the Diocese. We had 3 go to training, but it was decided not to do it this year. It was felt that too many new fund-raising initiatives were being introduced in a short period, namely, the calendar/lottery effort which is about to begin and the Walk-A-Thon for the school.

Chairperson report

If you wear your pin identifying you as PPC member, people will talk to you.

For example, several people inquired as to whether a report of the survey results would be published. Other people indicated impatience that nothing had been proposed/done as a result of the survey. I told them the survey results will eventually be released in summary form and that we were still working on the plan details about moving ahead, but we had been given many ideas to work on that were useful and achievable. There is clearly anticipation and impatience about moving ahead.

There was a single complaint about continuing to pray the rosary before Mass because of a preference for some quiet time before Mass. The desire for prayerful quiet time both before and after Mass was a popular form of feedback from survey. It was pointed out that the rosary was introduced in part to cut down chatter and establish a prayerful environment prior to Mass. You can pray or meditate on your own while others pray the rosary. If you want more than a few minutes of quiet, the adoration chapel is available. An effort is being made to have the rosary end 3 to 10 minutes prior to the Mass beginning. This depends on the who the leader of the rosary prayer.

Start the rosary 30 minutes before Mass and finish 10 minutes before and it's a win-win.

The PPC will organize an E-giving publicity effort after the first of the year.

Fr. Jesús' report

Reports that he needs a day a week for his studies of canon law, a very intense course of instruction. Unfortunately this means he is not as available for parish. Canon law studies will continue for 4 more years. Whenever he is not at 10 AM Mass, he is with the men's CRHP group. The suggestion was made to put it in an announcement in the bulletin about Fr. Jesús in canon law school because so many parishioners are asking him about his presence.

Fr. Jesús does go to celebrate Mass in Spanish when asked since there are not many others who can celebrate.

There was a discussion of the utility of having the priests sign attendance cards for children preparing for various sacraments (as opposed, for example, to designated parents.) On the one hand, it takes the priests away from greeting other parishioners after Mass. On the other, the priests learn the children's names. Deacons also sign, and other adults are designated to sign cards. Accountability is good, and the status quo will be maintained for now.

#### Pastor's report

The diocese has a protocol requiring a feasibility task force (each) for a new phone system and renovation of the driveway and parking lot.

Summers Taylor company did the original paving for this campus. They are the best in area.

We are looking for reps to be on task forces that have expertise in these areas.

Phones task force: Pat Marek, Jo-Anne Powers, and Maureen Raible. Put out plea and ask for volunteers from parish.

New parish nurse is Elizabeth Acosta. We thank Pat Wroe for her extraordinary service. She has retired a second time!

#### My Parish App - Lucia Jank

In June, we received information through diocese. Handouts given. Features shared.

Convenience of text messages. Company will help us. This appears to be a mature product.

Every ministry can form its own group and message easily. However, there are many details that need daily to weekly attention. We need an administrator who will be the superuser, sign agreement, and oversee details. Next level is those who do the groups. Jo-Anne cannot help us until December 15. Or, perhaps there is a volunteer from parish who would like to do this. Nick Johnson is main webpage administrator for parish with analogous super-user position. Les Simon is a relatively new parishioner who has a background in IT.

The previous discussion highlighting the need for people familiar with construction, telephone systems and the something like the My Parish App raised the more general question/discussion: How do we solicit people for certain projects/tasks?

Using the Bulletin has precedent. Soliciting CRHP groups is a good idea as well. Pulpit announcements. Drop box? Poster - we need you! Sentinel. There is a PPC email address available that volunteers can write to

[parishcouncil@stmarysjc.org](mailto:parishcouncil@stmarysjc.org)

We need follow through.

Standards for Excellence- John summarized letter from the Standards for Excellence Institute and areas we need to address (following). Father Pete asked Kim to be part of the ongoing committee for the Standards. She graciously accepted.

#### Expectations by 8/31/2018

A venue for reporting financial impropriety that is not closely connected with the financial activity would be helpful

- Diocesan compliance officer or similar function within the Diocese?

Fundraising e.g. Tasting Event

- Receipt should indicate Fair market value over which there is a tax-deductible value

#### Expectations for the future

Overall program evaluation: Goals tied to outcomes and evaluated accordingly

Better minutes: Better clarity around decisions especially as they relate to legal requirements

Board Composition: Greater diversity and more youth

New Hires: Catholic Standards of Excellence should be added to orientation checklist and training documented

#### Suggested improvements, but outside Standards of Excellence

Organization should focus “additional resources on fundraising and administration expenses taken by the organization and should plan for appropriate investments in these areas in the budget and other planning areas.”

Orientation check list for new board (PPC) members

Need to have policies that address parish volunteers as well as school volunteers.

Online licensing agreement needs to be signed (per Fr. Iorio, already performed)

A Church security committee is forming. 8 volunteers with appropriate security backgrounds called in. Fred Kauffman will initiate the committee.

Big Brother type help needed by caregivers who need a break. CRHP men, KofC need to be informed.

Christmas gathering on December 17 at Schweitzer home.

Need prayer leader for January meeting.

Ended at 8:10 pm