

## Parish Council Meeting Minutes 9/9/14

**In attendance.** Fr. Richard Lawrence, *Pastor*; Chris McCullough, *Pastoral Associate*; Audrey Rogers, *President, 9:30 Mass Rep*; Bethany Gregg, *Vice-President, 9:30 Mass Rep*; Peter La Count, *Secretary, 9:30 Mass Rep*; Joe Yingling, *9:30 Mass Rep*; Denise Hamilton, *11:45 Mass Rep*; Peggy Meyer, *Co-Chair, Social Action Committee*; Lauren Brunelli, *Chair, Communications and Outreach Committee*; Matt Hill, *Vice-Chair, Liturgy Committee*; Mark Palmer, *Chair, Finance Committee*; Graham Yearley, *Corporator*; Lee Krempel and Brenda Smith (*Strategic Plan Welcoming Focus Group Coordinators*); Kieran Ruppert, *Jesuit Volunteer Corps*.

**Absent.** John Kober, *7:15 Mass Rep*; Peggy Shouse, *Chair, Education and Enrichment Committee*; Pat Ball (acting) and Dan Rolandelli, *Co-chairs, Facilities Committee*; and Anne Freeburger, *Corporator*.

The meeting was brought to order at 7:35 by Audrey Rogers, Council President, with prayer.

New co-chair for Facilities Committee was announced. Bob Betta will join Dan Rolandelli.

### **Pastor's Report**

Fr. Lawrence noted that the Archbishop of Baltimore has decreed that all parishes must use QuickBooks for accounting purposes and St. Vincent will start the transition to this software.

### **Pastoral Associate Report**

Chris has submitted the ad for Larry's position to the Catholic Review and on the Archdiocese web site. He is hoping that the Facilities Committee will meet with candidates by October 1, 2014. However, Archdiocese background checks must be done on the selected candidate prior to starting work.

Kieran Ruppert has started as Jesuit Volunteer Corps staff person and was introduced to the group. One of his tasks is to identify resources for individuals in need who come to the church. He will be the point person for the implementation of the community resource toolkit that

Audrey has worked with the Johns Hopkins CONNECT research project to develop. Kieran will also be coordinating with a VISTA volunteer to work on community health, medical and housing issues. It was also noted that a CASA of Baltimore representative may be interested in working with Kieran.

#### Chris reported on St. Vincent Co-Sponsorship of the 1<sup>st</sup> Unitarian Church performance

St. Vincent's paid a \$250 co-sponsorship to this church toward putting on a performance on racial equality in coordination with Morgan State University. As a result they will give St. V 25 tickets. These will be offered to parish council members and the rest of the parish. Performance is Oct 17 in the evening.

#### Chris reported on the Dragon Boat Race

There were 7 participants and they finished only 3/100 of a second from qualifying for the finals. They did not distribute much literature; however, the race did put the St. V name out there. St. V also developed two pamphlets: one on the Resource Exchange and one on the St. V parish. They are now available for distribution at other community events.

#### Chris noted that the facility locks have been changed

Since the security keys belonging to Larry Fenaroli could not be located and some food and equipment began to be stolen from the food pantry, there was no choice but to again change the locks. Fr. Dick and Chris are exploring security cameras for the campus. The initial estimate was approximately \$4,000 for a security camera system.

#### **Finance Report**

The report had not been released to the council prior to the meeting because of some misunderstanding in the transition between chairs. Mark Palmer reported that the income for August was \$1900 over what had been estimated in the budget. On the expense side we are \$11,300 below in expenses largely due to vacant positions. The \$11,000 budgeted for the cemetery renovation needs to be reported as income on the balance sheet.

Fr. Dick reported that the report of the finance committee will be transitioning to the new format. There will be a four page distribution with the 1<sup>st</sup> page a summary of the balance sheet, the 2<sup>nd</sup> and 3<sup>rd</sup> pages will be income statements and the 4<sup>th</sup> will be a reconciliation of the balance sheet. (*Note*: The budget was distributed to the Council immediately after the meeting.)

#### Offertory Monies Count

Beginning Monday, Sept. 15, 2014 three volunteers will be counting the weekend Mass offertory monies. These monies, after being counted, will be given to Laureen Brunelli who will then deposit the funds along with any other accounts. A tally sheet will also be created. There will also be a rotating group of now nine (but hopefully 12) volunteers who will come each week. This process is being done to satisfy the Archdiocesan audit concern about fiscal accountability.

#### **Old Business**

#### Peace and Justice Budget

Peggy Meyer noted last month that the proposed funding level for Peace and Justice had been based on FY 14 expenditures and did not reflect traditional expenditures for support of BRIDGE and Habitat (which had been overlooked in FY 14). Audrey asked her to bring those costs to this meeting. Audrey proposed that it be the sense of the Council that these organizations be funded (BRIDGE \$2500 and Habitat \$3500) from cost savings in other budget line items to be realized during the year. The Council concurred with this. (*Note*: Subsequent to the meeting Fr. Dick amended the FY 15 budget to reflect this will of the Council by borrowing funds realized by the delayed replacement of the superintendent.)

#### Strategic Plan: Welcoming/ Lee Krempel and Brenda Smith Reported

Previous data had shown that although, as a parish, we seem welcoming the feedback has not always been positive. Lee and Brenda ran two focus groups in August to uncover some of the ways we could be more engaging and welcoming. Some of their findings are as follows:

- Give new people something to do with church issues, with personal invites without being too overwhelming

- Give people clear timelines regarding tasks and make them limited so as not to overwhelm
- Organize a ministry fare that informs parishioners of what St. V offers
- Provide an etiquette lesson for Mass – complaints about noise/conversations during church (in back)
- Provide opportunities to get to know people after Mass in the undercroft
- What are ways we can ‘plug people into’ what goes on at St. V
- Gathering Space is way too disorganized. We need a clear design of where things are in the church. Separate out St V events/needs from community organizations.
- Clean and redesign the downstairs as it is way too messy –dress up with fabric and clean up the general clutter. The first thing newcomers see is the clutter and trash at the bottom of the stairs.
- Advertise what needs to be done in the church in clear manner because the appearance is that everything is covered and running smoothly with no need for help.

#### Action Steps to Focus Group Information

- Circulate a letter to each committee and open things up to creative ideas and let members know what is being experienced by newcomers
- All registered parishioners will be organized by quadrant referred to as Cluster Groups
  - Each quadrant will be led by one person
  - These leaders will help to organize and get to know others in their quadrant
    - e.g. Catonsville, Baltimore, etc.
- Audrey drafted a letter to all committees calling all to discipleship
  - Avoid ‘killer’ phrases such as ‘that won’t work’, ‘we can’t do that’
  - Letter was endorsed by consensus by the council
- Committees will consider ideas that come out of the Cluster Groups

#### **New Business**

#### Annual Report

- Audrey presented the St. V Annual Report

- Consensus was given by Council to distribute to the parish  
(*Note:* The report has been posted on the parish website and announcement of its availability sent to the email tree and the bulletin.)

#### Ad Hoc Committee on the Status of the Park

Because the problems were complex and required both additional information and deep reflection, the Strategic Planning Team recommended to the Council that an Ad Hoc Committee be formed in Fall of 2015 to address all the issues that were raised by parishioners in the data collection surveys.

- *Charge to this Ad Hoc Committee:* To examine the conditions in the park and the adequacy of current management, and to explore options for the future of the park including the pros and cons of each.
- Audrey presented a roster of people who are willing and able to serve on this committee for Council ratification and this roster was approved.
- Chris added Kieran Ruppert to the committee since he will be interacting with people in the park.
- Fr. Dick added his name to the roster as well.
- Audrey will contact the members and provide a backgrounder on the park's history as well as comments received from parishioners.
- Meetings should begin in mid-October.

No other new business noted.

#### **Committee Reports**

##### **SAC Report**

Peace & Justice Committee: The Catholic Campaign for Human Development gave BRIDGE a \$30,000 grant check and Maureen Daly is now the Treasurer of BRIDGE. We participated at the Beyond the Boundaries meeting and also met with the city about a Director of Community Engagement for Housing to work for effective inclusionary and affordable housing. We continue to look for an inroad to gather with Muslim women. We also continue to work with

Pax Christi to oppose the just war theory. Please consider joining us for the march in New York for the Climate Change demonstration on 9/21. We met with Call to Action to discuss anti racism actions.

Emergency Services. The food program gave groceries to families in August and spent \$100.

The men's program doesn't give clothing in July and August.

The Resource Exchange. We supplied 8 individuals, whom Healthcare for the Homeless placed in apartments, with furniture and starter kits in August. Our distress over a client waiting months for a bed, prompted us to ask Health Care for the Homeless to hire the movers to schedule two additional days. We are going to deliver only beds and bedding to clients on 9/17 and need help with getting enough bedding. Please spread the word. We will have a second bed day 9/30.

Jonestown Planning Council. Carl Stokes said they are nearing resolution on approval of the alley design behind Albe Marie residences. City Parks and Recreation Dept. showed the site plan for between McKim Center and Ronald McDonald House. Ronald McDonald House may also help with fixing up McKim Center. They also discussed their fund raising efforts. The Jewish Museum paid for phase 1 of the Jonestown Vision contract and submitted grants to fund phase 2.

Friday Dinner. We continue to range between 150 - 320 each week. We also distributed clothing and luggage.

Helping Up Mission. HUM are cleaning the park the first and third Saturdays of each month. St. Vincent de Paul feast day. The committee is planning the liturgy for 9/28.

### **Education & Enrichment Committee**

The Education & Enrichment Committee has not met since the last Parish Council. Our next meeting is Thursday, September 11.

There were 16 adults and 3 of our young people on the Cape May trip this past weekend, including present and past members of the Education & Enrichment Committee, members of the Family Life Committee, and their family members. We had a "brainstorming session" to generate some ideas for programs and activities for the future. Discussion and decisions regarding those ideas will be done in upcoming E & E meetings.

### **Liturgy Committee**

The committee hasn't met since the last council meeting. The next committee meeting will be Saturday, September 27, from 10 am -noon. We will continue discussing the communication plan regarding the Easter Vigil as well as to begin planning for Advent. Catechetical Sunday is September 21 and will be planned by Anne Gibson. St. Vincent de Paul Feast Day is September 28 and will be planned by the Social Action Committee.

### **Facilities Committee**

The committee last met on July 14, 2014 and is not scheduled to meet again until 9/16/2014. In addition to discussions regarding the status of projects previously reported on, the committee will choose a new co-chair. Also, there has been a proposed project aimed at cleaning, organizing, and de-cluttering the kitchen in the undercroft, which has been referred to the committee for consideration by a couple of volunteers from the parish. A request for help on this project mistakenly went out on the e-mail tree before being referred to the Facilities Committee. It will be on the agenda for the next meeting.

### **C & O Committee**

No report. Next meeting slated for Oct. 8, 2014

Meeting adjourned at 9:10 pm

Respectfully submitted,

Peter LaCount, Secretary to the Council