

# Minutes of the Meeting of the Parish Council St. Vincent de Paul Church

May 10, 2011

The meeting was brought to order by the Council President, Jim Casey, with a prayer.

*In attendance:* Fr. Richard Lawrence (Pastor) Jim Casey (President), Audrey Rogers (Vice-President), Teresa Payne (7:15 Mass Rep.), Graham Yearley (Corporator and 12:15 Mass Rep.), Kevin O'Reilly (9:30 Mass Rep.), Jim Lochner (9:30 Mass Rep.), Jack Bonner (9:30 Mass Rep.), Pete McDowell (11:45 Mass Representative); Kathy Jeffra (Education Committee Co-Chair), Bill McNamara (Liturgy Committee Chair), Pat Ball (Facilities Committee Chair), Peggy Meyer (Social Action Committee Co-Chair), Maureen Fitzsimmons (Finance Committee Chair) and Anne Maura English (DRE Adults).

*Absent:* Anne Marie Freeberger (Corporator), Nancy O'Neill (7:15 Mass Representative).

## **Pastor's Report**

Fr. Lawrence noted that Lent and the Easter season celebration went well. He deferred other parish information to be reported by relevant committees. He noted that the Staffing Report prepared by the Priest Personnel Board has been taken under advisement by the Archbishop and as stipulated in the Archbishop's letter to the parishes he intends to sponsor a set of listening sessions throughout the Archdiocese. Fr. Lawrence offered that these consultations with the laity will probably take the form of regional group meetings with four individuals invited from each parish: the corporators, the council presidents, and the chairs of the finance committees.

## **Finance Report**

The Council reviewed the financial report (through March 2011). Actual expenditures are under budgeted expenditures in the mission areas of education and social action and are on budget for liturgy. In the mission-support areas: actual expenditures for financial support are under the budgeted amount while facilities and communication are over budget. The facilities budget overage was due to the need to repair the air conditioning yet again last summer; the communications category is absorbing recruitment-related advertising expenses (\$3468).

The Facilities Committee undertook a review of the campus and submitted a budget for labor and materials of \$4500 to address facility problems areas: waterproofing of walls in food distribution room; plaster and painting of areas in education rooms and Gathering Space; replacement of carpeting in church choir loft; and re-covering the kneelers in church. The Council approved this expenditure and requested that it be added to the budget as a line item so it could be tracked.

### **Status Report on Recruitment**

The Search Committee completed its meetings with the five selected candidates. The committee has since narrowed the field to three finalists and is proceeding with the final selection procedures.

### **Bulletin Reformat**

The Council had requested to see the last version of the proposed reformat for the bulletin. They directed that dates be included and approved the Communications and Outreach Committee moving forward. The launch of the bulletin will be discussed and planned at the committee's June 5 meeting.

### **Job Descriptions of Parish Staff Members**

The documents reviewed in March represented a list of duties unilaterally generated by each of the staff persons without indication of time commitments. Council asked that they be re-worked with the amount of time devoted to each task noted to make the job descriptions more meaningful. Fr. Lawrence did not have these amended job descriptions in April but brought back the original submissions with estimated times inserted which he handed out at the meeting.

Council's review was undermined by the non-standard presentation which had been criticized earlier and the lack of adequate time to review the 12 pages of information placed before it. Audrey Rogers asked Fr. Lawrence how he intended to use these different documents to set mutual goals with the parish staff for 2011-12 and establish performance standards and he replied that he did not yet know.

Fr. Lawrence will report on these goals and their associated review and measurement procedures in June. (See Parish Council Minutes, January 25, 2011)

### **Committee Reports**

#### **Education and Enrichment**

The committee reported on a successful Parish Retreat led by Dr. Pat Fosarelli on "The Body of Christ" at Camp Nawaka on May 13-15. Approximately 60 parishioners attended, all from the 9:30 Mass community.

#### **Social Action**

The Jonestown Committee continues to discuss the possible tenants for the former day care center. The *Coalition to Fund Our Communities* has met at St. Vincent's to advocate for reducing Pentagon funding and diverting those monies into social structures. They have received endorsement from the Mayor and City Council of Baltimore for this

proposal. Emergency Services continue to give out 100 food bags per month and clothing to 60 men. St Vincent volunteers work with Our Lady of the Fields parishioners to serve 200-300 meals to the hungry on Friday evenings. BRIDGE will hold a major rally in Prince Georges' County on June 15 to build '*One Maryland*'. Buses leave St V's at 5:00 PM.

#### Liturgy Committee

The summer scriptural series will be on the Apocrypha; the committee decided to mix the genres (narrative and wisdom books) for the next two years. There was a joint meeting of the Liturgy and Education Committees on May 7<sup>th</sup> to discuss coordination of the presentation of the new Missal changes. The plan is for a tiered approach to introduce the changes in the autumn months with inserts in the bulletins, a town meeting, and brief catechetical sessions on five Sundays in October after the 9:30 Mass.

#### Facilities Committee

Twice monthly cleanings of the education building and rectory continue. Volunteers from the *Helping Up Mission* and *Christopher Place* have given time to help with facility maintenance and pruned all the bushes in the parking lot area.

#### Communications and Outreach

The Committee now has 10 members and will meet on June 5 after the 9:30 Mass. The new website has been launched and its evaluation is underway; it will be reported to Council in June. The Committee will turn to its next project which is developing a method for integrating new members of the parish better into community life.

The Meeting was adjourned with the recitation of the Lord's Prayer.

Respectfully submitted,

Audrey Rogers  
For Pete McDowell, Secretary