

St. Vincent de Paul Catholic Church Meeting Minutes

June 9, 2015

In attendance. Fr. Richard Lawrence, *Pastor*; 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*; Mike Jacko, *9:30 Mass Rep*; John Kober, *7:15 Mass Rep*; Peggy Meyer, *Co-Chair, Social Action Committee*; Graham Yearley, *Corporator*; Anne Freeburger, *Corporator*; Kieran Ruppert, *Jesuit Volunteer Corps*; Laureen Brunelli; Colleen McCahill; *9:30 Mass Rep. Michael Keating Outreach and Engagement Chair Rita McMullan Education and Enrichment co-chair*; Denny McMullin *Education and Education co-chair*;

Absent. Chris McCullough, *Pastoral Associate Matt Hill, Vice-Chair Liturgy Committee*, Denise Hamilton, *11:45 Mass Rep Dan Rolandelli, Co-chair, Facilities Committee* ; Mark Palmer, *Chair, Finance Committee*; Peggy Shouse, *Chair, Education and Enrichment Committee*; Bob Betta, *Chair, Facilities Committee*;

The Meeting began at 7:30 in prayer.

Pastor's Report

Fr. Dick reports no new developments on Archdiocese Planning process. When this information becomes available the will become a consistent agenda item for the Parish Council

Fr. Dick reports that finances for the parish are in generally good shape; however, attendance is down from an average of 268 to 244 for all masses per week. This represents an almost 10% drop in attendance.

Fr. Dick reports that the date fro encyclical on the environment will happen on or about June 18 .

Fr. Dick reports that employee evaluations have not yet been completed. Chris has been on sabbatical since June 1. Forms have been given to the employees and have not yet been returned. However, the parish is close to having these completed.

Fr. Dick reports that the database has not yet in operation. However, this will be completed within the year. This information includes addresses and demographics of parishioners. This information can be migrated from the current system into the new one.

The Archdiocese wants all parishes to convert to Quick Books for accounting purposes.

Fr. Dick reports that staff raises will not be proposed until staff evaluations are completed; however, due to budget considerations, raises for senior staff are unlikely.

Fr. Dick also mentioned that proposed goals for next year and signs for increasing evangelizing initiatives. Other goals for the upcoming year include: Pod cast, staff evaluations, Church exterior improvement, Middle School reprogramming, new accounting system being adopted and new data base system implemented. The 175th anniversary of St. V dedication will include a celebration with archbishop who has accepted our invitation. He will attend a Nov. 2016 mass as part of the celebration.

Fr. Dick also reports that the south wall work (repairing a leak) is related to French drain that has collapsed.

Committee Reports

Noted is new email address for the parish– all reports, agenda items, reminders to go to this new e-mail. parishoffice@stvchurch.org

Peggy Meyer reports:

There is an individual who operates a Greenhouse in Brooklyn. St. V will be involved in helping them harvest food to distribute to undecided neighborhoods in need of fresh produce.

New Business

Laureen Bunelli reports:

Blue Water Baltimore is a non-profit that assists organizations in managing water and more specifically reducing storm water run off from buildings. They work with non-profits and churches to mitigate storm run off. They will also work with churches to help them integrate their thinking into stewardship of the Earth. They have done an audit that arrived just prior to this parish council meeting. They will assist the parish in conducting a 'visioning' to help with this stewardship. Once this audit is viewed by appropriate St. V committees, the next step is to having a visioning mediator talk to the appropriate group into forming a plan. Some issues they can speak to us about include, but are not limited to: creating a pervious pavement to soak up rain water, helping finding grant monies to do this work, create a structurally sound green roof. Chris could have a structural engineer assess roof for potential rain barrels, potential project for the park, creating a multi-purpose deck with a green function. The goal is to gather as much information about the church's potential for these structures to go before the appropriate committees (facilities, peace and justice, social actions).

Annual Report

Audrey presented the St. V annual report that will be submitted to the parish after the council has viewed it in the meeting. Audrey also noted the following as unfinished business:

Parish Council Recommendations for the Children's Education Program

December, 2014 Minutes:

One of the Council-accepted goals of the 2014 Parish Strategic Plan was to undertake a formal evaluation of the parish's Children's Religious Education Program. Ms. Pam Sanders, a parishioner with substantial experience as the principal of an Archdiocesan school, spent six months in 2014 conducting this evaluation.

Ms. Sanders presented the findings of that evaluation to the Parish Council at their November 2014 meeting and these elicited significant discussion. Subsequently in preparation for their December meeting, Council members judged the value of the recommendations and reviewed this exercise.

The accepted recommendations of the Parish Council are these:

1. The religious education program must be mission-driven and have specific program goals; therefore attention must be paid to clarifying the mission. Without this attention, program evaluation is impossible and any parish program that is resource intensive in terms of funding and volunteer time requires formal and systematic program evaluation for transparency and accountability.
2. Our parish should move toward Archdiocesan certification of all teachers in the Faith, Fun, and Fellowship Program. It is noted that certification is pro forma for individuals with master's degrees in theology and only requires a letter from the pastor. This is the situation for half of the program teachers and certification should be obtained as soon as possible to demonstrate good faith compliance.
3. The parish needs a distinct and coordinated middle school program that recognizes the critical importance of this major transitional stage. Ms. Sanders noted the outline for this that was proposed and accepted by the Parish Council in 2010 but was not implemented by staff.

The Council requests a report from the pastor at its April meeting on the incorporation of these recommendations in the planning and implementation of the program for the 2015-2016 academic year.

April, 2015 Minutes

The Council did not consider the materials submitted in response to the December recommendations on the Children's Program responsive. Further, the Council believed that we should adhere to Archdiocese procedures and have certification for teaching staff. The Council took the following actions:

- Chris will determine the procedure to obtain immediate certification for those current teachers with Masters Degrees who are certifiable as teachers through the Archdiocese;
- Mission statement for the entire children's program will be written in the Family Life Committee working with Anne Gibson;
- The job description or the part time middle and high school program employee will be vetted by the Family Life Committee

The Management of St. Vincent Park

May Council Action:

The Ad Hoc Committee also recommended that the Parish Council provide some oversight of the park with specific outcome measures. These should be generated in dialogue with the Friends of St Vincent Park Group and in consultation with Kieran Ruppert who has spent the time in the park and has a feel for outcome measures. The group's charter specifies five principal activities. These lend themselves to outcome measures. Michael Kelly and group are trying to get control of the park and crowd control is measurably different. They have identified the donors and made contact about preferable donation times; however, there do appear to be more campers. Since Joe Yingling is on the parish council, Audrey asked him to liaison between the committee and the council. Michael Kelly will work with group to come up with outcomes for the park.

Identify the Principal Issues and Problems in Park Management

Anticipate park problems and formulate strategies to address these problems;
Obtain Parish Council approval of planned strategies and timeline;
Implement these strategies and report quarterly or more frequently to the Parish Council on progress.

Maintain the Park as Green Space

Meet with city agencies (e.g. Department of Public Works for trash removal; Department of Health for rat control, etc.) as needed;
Assess the health of the trees, soil, and grading for rain run-off;
Repair and provide regular maintenance of the physical environment;
Seek funding for FoSVP activities through the Facilities Committee's input into the annual budget planning process.

Manage the Public Use of the Park

Create a relationship and maintain the ties with the volunteer groups who distribute food and clothing in the park to consider our parish needs and recruit them to help maintain a sense of order and self-cleaning.

Meet the Needs of Those Who Sleep Overnight in the Park

Create formal linkages with park outreach workers, the City's outreach coordinator, and the parish to make sure efforts are coordinated and problems are identified and addressed;
Train a small number of volunteers in the parish to engage the park regulars in one-on-one relationships.

Engage the Congregation in Meeting the Needs of the Park

Respond directly to concerns and queries generated from the congregation;
Educate the congregation on the causes and consequences of homelessness and provide regular updates;

Recruit parishioners for park program activities and coordinate their efforts.

Audrey's Parting Comments

Audrey said a few words about how the 2014-15 Parish Council had functioned during its term, trying to seek the third way when facing apparently difficult opposing positions. She thanked them for that wisdom and encouraged the new Council to embrace consensus decision-making and the grace of the third way in the upcoming year.

New and Returning Parish Council Officers and Committee Chairs are:

The Parish Council elected its officers for the upcoming year: Joe Yingling as President, Peter La Count as Vice President, and Colleen McCahill as Secretary.

The new or continuing committee chairs:

Mission Committees/Ministries:

Liturgy: Matt Hill

Education and Enrichment: Denny and Rita McMullan

Social Action: Peggy Meyer and Ray Heil

Mission-Support Committees:

Finance: Mark Palmer

Facilities: Bob Betta and Dan Rolandelli

Outreach and Engagement: Michael Keating

Committee Reports

***Report to Parish Council
Education & Enrichment Committee
June 9, 2015***

The E & E committee has not met since the last parish council meeting. The next meeting is June 18 at 7 pm.

The parish retreat was well-attended, with 60+ people registered. Reactions were favorable, although the evaluations are still being analyzed.

Vacation Bible School is scheduled for July 20-24.

Dinner for Eight groups have been continuing. New groups are due to form in September.

Minutes

Friends of St. Vincent's Park,
Sunday, June 31 11 AM

Present:

Mike Kelly, Joe Yingling, Dan McCarthy, Carolyn Moody, Peter Asquino, Kieran Ruppert, Sue Woodman, Laureen Brunelli, Audrey Rogers, Frank P Szustak

- The Parish Council approved our name change to “Friends of St. Vincent Park” from the “park working group.” We are not a formal committee of the parish council but have working group status with the Council. Joe Yingling, a member of the Parish Council is our liaison with the Council.
- Dan McCarthy’s draft “guiding principles and norms” for groups wishing to donate food, clothing and conduct activities to support residents in the park is still in draft form and he will edit it and circulate to the group.
- Except for two remaining rebar stakes that are not particularly hazardous, all of the metal stakes raising safety concerns in the park have been removed, thanks to Jim Dimmer.
- The Facilities Committee of the Parish Council has agreed to replace lumber on two of the park benches with more durable plastic boards and plan to do so in early June. The plastic 2x3s are currently stored in a room off the undercroft. Anyone who wants to help should contact Bob Batta who heads that committee. [bbetta48@gmail.com]. This first round of two benches is a test to allow the Facilities Committee to assess how best to replace the remaining nine benches with plastic timber.
- Laureen Brunelli added information that relates to the assessment of trees in the park provided us by Audrey Rogers and previously circulated to the group. Blue Water Baltimore is currently conducting a survey of runoff and other environmental issues of the parish physical plant and park. Their report may present a number of actions options and opportunities for the parish that may affect strategies for “greening” and improving the quality and sustainability of the park. Stay tuned.
- Laureen suggested that we use Google docs to establish important documents of the Friends of St. Vincent Park [FSVP]. She will send the group information about how to access and use Google docs. In addition to Dan’s draft mentioned above, our ongoing list of contact information of people and groups feeding and distributing clothing in the park—a list that needs constant additions and revisions—is an ideal candidate available for use by all friends of the park. Another key document ripe for Google docs treatment is Kieran Ruppert’s list of resources for the homeless as well as a list of service entities in East Baltimore developed through the following Johns Hopkins effort:
- Audrey Rogers circulated a one page summary of “Baltimore CONNECT,” and described this partnership between Johns Hopkins Bloomberg School of Public Health and 11 community organizations in east Baltimore, including St. Vincent’s. She has been St. V’s representative for Baltimore CONNECT for the last 14 months. Much of the focus of this network is improving community health in east Baltimore. An important tool available to participating organizations in Baltimore CONNECT is “Healthify” that offers a user-friendly internet platform for up-to date information on all community organizations in the city, their location, hours, services, contact information and more. As we move more people into the park from the parish who work with park residents, this resource base may be extremely

useful, as it is now in terms of Kieran responding to calls in the rectory seeking sources of help for various problems.

- One requirement of Baltimore CONNECT is our identification of people associated with St. Vincent's who actually connect with park residents. Two members of the group, Mary Lynn Meyers and Sue Woodman, are getting to know people in the park, and the River Christian Ministry with whom we are partnering has a number of people that spend significant time with park people. We need to think through how we relate to Baltimore CONNECT and how to plan, attract, and accommodate growth in the number of parish members who know and work with people in the park, whether it is outreach efforts or park maintenance efforts [the 7AM to 9AM park clearing and cleaning effort].
- Sue Woodman described her interest in working with, and engaging, park residents in keeping the steps of the church clean. There was some confusion about what Jim Dimmer and Chris McCullough have planned along these lines, but it was assumed that Sue and Jim could work well to achieve a common objective. [note: both are on listed on this e-mail].
- Vandals came into the park on May 21st and set fire to our trash bins. Thanks to Jim Dimmer, we have replaced the trash barrels, labeled them for the park, and made sure they drain well in the case of rain.
- Joe, a man in the park whom several members of the group know, and whom the River Christian Fellowship has brought to our attention, wants to create religious-themed sidewalk art. We are in the process of getting some sketches of his plans that give some assurance that his chalk sidewalk art is not objectionable. Mention was made of a park similar to St. Vincent's in Los Angeles that has actually set up display kiosks for art of the residents—perhaps a project in the future.
- A concert proposed by some Peabody Conservatory students that would be sponsored by St. V's and the River Christian Fellowship has been postponed until fall when the weather is kinder to musical instruments.
- Kevin Daly's application for a fellowship from the Open Society Institute is now in the second round of decision-making. The FSVP will no doubt be asked to sponsor Kevin and be helpful to Kevin's plans. This should be an important agenda item at a meeting of the group in the near future.
- Mike Kelly raised the importance of getting coverage for our commitment to the city to clear and clean the park from 7 to 9AM daily. At the current time we have Sunday (Peter Asquino) and Saturday (Mike Kelly) covered, but Mike will be leaving for most of the summer on June 22nd, and we need to make sure both these days are covered and that we add weekdays. Peter may be able to get help to replace Mike for Saturdays, but we need to get backup help from the parish for this and do two things:
 - Urge people to join Mike or Peter at 7 AM to learn how they operate, in particularly the combination of great courtesy and respect needed to be shown and firm resolve in terms of the necessity of people leaving the park and taking their belongings with them. Mike thought this form of "showing how things are done" and connecting with an experienced hand is superior to most forms of formal orientation. Jack Schwartz has done this, and we need to follow up with him about his continuing interest.
 - The challenge of getting coverage during weekdays is real. River Christian, that comes mid-mornings to preach on Wednesdays may be willing to do the 7 AM

wake up and clear out. Perhaps we can ask groups of four people in the parish to commit to handle one weekday a month, entailing only one day a month per person. We have a commitment by the Downtown Partnership to handle the weekdays but this requires us to raise significant funding for their participation. Mike will discuss possibilities with Father Lawrence.

- Joe Yingling pointed out that the parish website offers completely inaccurate information about what the 7 to 9 AM work is all about, the tools available, etc. Mike agreed to revise that information and work with Laureen to determine whether the sign up sheet for the park on the website is worth keeping. A redesign of the website for Friends of St. Vincent's Park is overdue. Laureen has volunteered to help on this.

Respectfully submitted,

Mike Kelly

Facilities Committee Meeting Minutes
5/20/15

In Attendance: Bob Betta, Bob Ball, Bob Reuter, Pat Ball, Jim Dimmer, Dan Rolandelli, Mike Kelly
Not present: Dave Potts, Jerome Bird, Rita and Denny McMullin

Jim Dimmer gave a report on the state of the buildings, which included the status of some of the approved projects that had been discussed previously. The accessibility project in the rectory is almost complete. Some molding and finishing touches need to be completed, but the bulk of the work is done. Most of the rest of the meeting was spent reviewing those projects and all the projects on the list of FY 14/15 projects that have yet to be completed. Funding for the following projects was approved:

Seal Parking Lot & Repaint Lines – approximately \$3200. Jim reported that we are scheduled to get an updated estimate during the week of 5/25.

Refinishing floor in church and rectory – approximately \$1500-in process. Area between gathering space and rectory has been done along with some hallways in rectory. The completion of that is what will be covered in the \$1500 estimate. There was discussion about the feasibility of refinishing the rest of the floors in the church and gathering space and possible methods of doing that. Jim will discuss further with the contractor and get more information on cost and feasibility.

The work in Father Chuck's bathroom – Jim will get an estimate from the contractor doing the accessibility project. If the price is reasonable, as we suspect it will be, he will have them do that rather than have committee members have to schedule and do it.

Ivy removal from roof and eaves - \$1300 – to be done the 3rd week in June

Replace emergency light batteries – approximately \$400

Replace exterior water spigots – approximately \$1300

Replacement of the collapsed drain on the south side – approximately \$5000

Mike Kelly presented information on repairs of the park benches. Some materials are already in storage. It was decided that AZEK and galvanized metal screws would be used for the benches. The screws will be purchased and, on June 20, Bob Ball, Bob Betta, Danny Rolandelli, Bob Reuter, Jim Dimmer, and Paul Rolandelli will repair two benches initially and evaluate the process and materials. Then a decision will be made on how to proceed with the other benches.

There was a discussion on the noise abatement in the undercroft with consideration of installing a drop ceiling and upgrading the lighting with LED lights. Jim will investigate further the cost and feasibility of these projects, but there was no decision made regarding funding for this project. More evaluation needs to be done.

There was a discussion regarding the theft of the ground cable from the lightning rod and Jim Dimmer agreed to arrange to have it replaced.

There was discussion of a memo from Audrey Rogers regarding an evaluation she had gotten of the tree health in the park. However, no decision was made regarding how to implement some of the possible interventions recommended. Further review and discussion will be needed for this issue.

The next meeting was scheduled for July 7 at 7:00 p.m.

Submitted by
Pat Ball

Social Action Report to Parish Council June 9, 2015

The Resource Exchange: We supplied 6 Health Care for the Homeless clients with furniture and starter kits in May. We had one move with a woman and her three children and delivered 4 beds and a full apartment of furniture and home goods for a family of 4! She was very grateful that they would not be sleeping on the floor. Though we are buying more beds because of more children recently, we are saving on storage space at the new units. We continue to be blessed with many furniture donations and committed volunteers!

Peace & Justice Committee: The memorial service for David Casey of BRIDGE is Saturday at 11:00 at 3200 Garrison Blvd. We celebrated the 30th year anniversary of Pax Christi Maryland on 5/24 at St. Matthews. We planned and provided the liturgy readings, music and reception food. We requested this parish send monies to San Juan de Limay and Habitat to support our justice initiatives. (We have a meeting 6/8 so I may have to update the Council verbally.)

Emergency Services: The food program gave groceries to 36 families in May and didn't spend anything. The men's program gave clothing in May to 42 men and spent \$240.

Friday Dinner: We had 1193 guests in May and Our Lady of Perpetual Help Parishioners donated the 5th Friday meal.

Jonestown Planning Council: City Springs Elementary/Middle School thanked us for our influence in getting them needed space in the school across the street, Freedom Academy, so they can expand. Ronald McDonald House reached \$15M and plans are on target. Khalid Said from the Holiday Inn Express said for the last 7 months he has lost business because of the relocated people sleeping along the Fallsway. He may lose his business. Hendler developers may have a \$ partner and if so would be able to break ground in the fall. MDLogix wants our help in getting rezoning so they can improve the building on Fayette where they would use 25% for the health info technology business and part to train post incarcerated individuals and part for a jazz restaurant.

Marvin Pinkert requested support for an outdoor film festival beginning 8/9 8:00 pm,

8/16 5:30 pm and 8/23 8:00 pm. State Senator Bill Ferguson gave us an update on his vision for public schools and what he is doing to provide solutions for disaffected youth through Youth Works Challenge summer program, asking businesses to give a youth an opportunity. He provided the 2015 legislative achievements pending the Governor's signature.

Liturgy Committee report:

The committee has not met since last Council.

- Summer series will be July 12, 19 and August 2 and focus on environmental justice and Elizabeth Johnson's book, Ask the Beasts. The Women in Ministry are planning two Sundays. Peggy and Joe Organ/SAC will plan last Sunday. The series will focus on the same themes expected in Pope Francis' encyclical on the environment due out in mid-June.
- Announcements: After much reflection, committee decided to split the proverbial baby: everyone makes own announcements in Ordinary time, and have only one announcer (usually Chris) during extraordinary time (Advent, Christmas, Lent, Easter-to-Pentecost). As the Easter season is now officially ended, announcements should revert to personal ones.
- Liturgy Retreat: This was originally scheduled for August 22 from 9:30am to 1:00pm but has now had to be rescheduled. The committee is exploring dates. Agenda items: Revisit Mass times; Christmas midnight mass; Non-Easter baptisms; Teaching masses.

***St. Vincent's Outreach & Engagement Committee
Minutes from June 2, 2015 meeting***

Present: Father Lawrence, Laureen Brunelli, Lee Krempel, Michael Keating

Updates:

Gathering Space: Chris is soliciting an estimate from the vendor that worked on the baptismal font. He will report at our July meeting.

Sandwich Board: Laureen will order the sandwich board for our outreach poster aimed at catching the attention of people coming and going from the Sunday Farmer's Market. We hope to have this in place by early July.

E-Newsletter: Michael is testing Mail Chimp, a new e-newsletter platform that might allow an easily designed newsletter of parish news to be sent to parishioners and others interested in news from St. Vincent's. He will continue to test the platform with the goal being to turn over to Laureen this

summer for launch. In addition to Bulletin News, the newsletter could include excerpts from Together Sharing Christ, links to Father Lawrence's podcasts, etc...

Podcast: Father Lawrence is working with a vendor to create a podcast series that would be available for download from the parish website and iTunes. These would be 10-15 minute episodes, recorded in batches of six at a time and rolled out on a weekly basis. Looking to launch this summer. or early fall.

Online Video: Lauren is working with a vendor on plans to create a short video, 3 to 5 minutes long, that captures the essence of St. V's. This would serve as introductory content for our website and be shared through social media channels such as YouTube, Facebook, Twitter, etc.. It could also be set up on loop to be screened in the undercroft after Sunday services. The goal is to get this completed and posted by the fall.

New Banner Message: The committee will meet Thursday, June 18, to read the Pope's new encyclical on climate change and the poor. We will develop a new message from the encyclical that night to be posted on the Falls Road side banner asap.

Encyclical Speaker Series: The committee is developing plans to offer a three-part speaker series this fall featuring speakers who will respond to the encyclical from the stand points of A) science, B) theology, and C) practical action. We are looking at a monthly series with events scheduled for early september, early october and early november. We are debating whether there should be an admission charge.

Father Lawrence will meet next week with Jack Haught, Distinguished Professor of Theology at Georgetown University. His area of specialization is systematic theology, with a particular interest in issues pertaining to science, [cosmology](#), ecology, and religion.

Next meeting: Thursday, June 18, 6 p.m., Parish Kitchen.

Minutes submitted by Michael Keating

Meeting was closed with prayer at 9:30 pm.

Parish Council Meeting Minutes respectfully submitted by Peter La Count