

St. Vincent de Paul Church

Parish Council Meeting

November 10, 2015 Minutes

Present: Fr. Richard Lawrence (Pastor); John Kober (7:15); Joe Yingling, President (9:30); Peter LaCount, Vice President (9:30); Colleen McCahill, Secretary (9:30); Mike Jacko (9:30); Mark Palmer (Finance); Bob Betta (Facilities); Denny and Rita McMullin (Education & Enrichment); Michael Keating (Outreach and Engagement); Pat Ball (PA search committee); Ray Heil (Social Action); Peggy Cronyn for the Resource Exchange.

Absent: Denise Hamilton (11:45); Matt Hill (Liturgy); Anne Freeburger (Corporator); Graham Yearley (Corporator)

President Joe Yingling called the meeting to order at 7:35. We opened with Pope Francis' prayer from *Laudato Si*.

Pastor's Report

Fr Lawrence noted most of his report would be covered in more detail later in our meeting.

- The Speakers' Series went well. Fr Lawrence commended the Outreach and Engagement Committee and all those at St V's who assisted in producing these events.
- The process of hiring a new PA is underway.
- Archdiocesan Planning Process. Fr Lawrence emphasized that ALL members of the parish need to complete the preliminary questionnaire from the Archdiocese. It is due by December 15. We have requested hard copy for distribution during mass; it is not available yet but soon will be. Fr Lawrence will make announcements encouraging parishioners to complete the questionnaire. It takes about 15 minutes.

Crafts Sale for Limay

Barbara Larcom for Casa Baltimore/Limay requested to sell crafts to benefit that organization after the 9:30 mass one Sunday in Advent. Council approved this.

The Resource Exchange Grant Application

Peggy Cronyn gave a brief presentation on the work of the Resource Exchange (TRE). She is applying for a \$12,000 grant from the Knott Foundation to sustain this ministry, and requires employment and contact information from the Parish Council members (our Board of Directors). Council supplied her with the information she needs to complete the application.

Peggy shared the following about TRE:

- Founded with Deacon Bill Pearson in 2011; TRE supplies newly-housed people with basic household goods, i.e. bed, kitchen items, towels and sheets, etc.
- Established relationship with Healthcare for the Homeless (HCH) as referral agency for Housing First voucher recipients. Also HCH pays a moving company for move-ins.

- Budget has risen as ministry has grown. Now serves 8 clients/month.
 - o 2015 budget: 27K. Projected 2016 budget: 32K
- All-volunteer staff of twenty-five; twenty-three are St Vincent's Parishioners.
- Waiting list of 27 people.

Jesuit Volunteer Application

Colleen has been pursuing this process. After several contacts by phone and email with the JVC offices, we were assigned a JVC representative, who activated access to the online Agency Application just yesterday (11/09). The application is due November 20. We received a deadline extension until November 27, as the time frame is so short and Colleen will be away the 13th - 21st. Agency placement decisions occur in February 2016. JVC program year begins August 216.

Pastoral Associate Job Description

Before the Council meeting, the Search Committee sent a draft copy of the PA Job Description to Council for suggestions. Edits were made based on those suggestions. Council was presented with a final draft. The job was posted on the Archdiocesan website yesterday (Monday 11/09). Council discussed whether the job description indicates the PA would have any authority or responsibility distinct from other staff members. Joe pointed out that we have an extremely small staff, with little room for a complex hierarchy. Michael K asked Fr Lawrence whether he wouldn't have some desire for some relief from supervisory responsibilities. Colleen asked about the PA's decision-making capacity for times when Fr Lawrence is not available. Fr Lawrence said all staff will report directly to him, to avoid any suggestion of "two bosses," that he remains comfortable with his supervisory responsibilities, and that for urgent and critical decisions he is available even on his days off.

Some Council members said it was important to have in writing at least an understanding that the PA would have responsibilities and authority second to the Pastor, for clarity of role outside St Vincent's as well as within, perhaps especially in unexpected circumstances, such as the Pastor's illness. The Search Committee agreed to add a line to the "Conditions of Employment" section of the job description for this purpose.

Joe, for the Search Committee, pointed out that the job description for the Director of Evangelization required some changes to indicate this staff person answers directly to the Pastor and not to the PA. Fr Lawrence agreed to rewrite those sections.

FY 2016 Budget

Mark Palmer present the budget for Council approval. He made the following points:

- The salary figure for Religious Education is currently a guess. We hope to hire a person to direct Religious Education for youth, but that process is currently on hold.
- Our offertory income figure indicates a downward adjustment, reflecting the small percentage drop in offertory over the past year.
- The park has required some significant outlay for surveillance cameras, better lighting, and fencing, and other maintenance. Projected expenses in other areas (Religious

Education salaries – including projected – further park programs) had to be reduced to avoid draining the Maintenance budget.

- We now expect some expense for roof repairs, which will have to come from the Maintenance Budget. Jim Dimmer has noted some minor (hopefully minor) roof leaks. While hoping he repair will be small in nature, since we expect it will cost more than \$5,000, we are requesting the Archdiocese provide us with a project manager to obtain bids. This may take some months.

Mark invited questions. Ray Heil asked for some clarification on some line items regarding Social Ministries. Mark and Fr Lawrence answered questions about these line items. The Council approved the FY16 budget.

Outreach and Engagement Committee Report

Michael Keating for the Outreach and Engagement Committee reported that the Speaker's Series had a good turnout, with increasing numbers of parishioners from St Ignatius appearing each of the three nights. He praised the St Vincent's volunteers, and noted that some parishioners who hadn't previously volunteered did so this time.

Peter LaCount noted that the Council ought to especially thank Jeff, who had provided the food, which was delicious. Michael agreed to write letters to Jeff and to Jeff's principal, since a lot of the food had been prepared by Jeff's High School students under Jeff's instruction and supervision. Michael also agreed to put a thank you in the bulletin.

Michael said the O&E Committee had some joint oversight of the Advent booklet with the Liturgy Committee. This year's Advent booklet will consist of reflections on *Laudato Si* by Arthur Jones.

Liturgy Committee Christmas Mass Time Concerns

No one was present for the Liturgy Committee, but Fr Lawrence raised the question about whether a decision had been made regarding changing the midnight mass to an earlier time (8:30 pm). Fr Lawrence said it was too late to make that change for this year; he will preside at midnight mass, even if a decision is made to ultimately abolish the midnight mass in favor of an earlier time. This led to Council discussing whether the Choir would be expected to sing at both an 8:30 mass and a midnight mass this year. Joe felt strongly that this would not be appropriate (to ask the choir to give their Christmas eve to two masses with possibly split attendance). The Council asked Fr Lawrence to share with the Liturgy Committee (meeting Saturday November 21st) that, in the event a vote is taken to abolish the midnight mass in favor of an 8:30 PM mass, the Council supports one final year with just the 5:30 family mass and the midnight mass.

We adjourned the meeting at 9:37 PM with the Lord's Prayer.

Our next meeting is **Tuesday, December 10 at 7:30 PM.**

Respectfully submitted,

Colleen McCahill

Christmas Mass Time Final Decision

On November 21st, the Liturgy Committee presented its unanimous recommendation that the Council keep the Midnight Mass and add an 8:30pm Vigil Mass. The Choir would give a full performance at the 8:30pm Vigil. Joe Organ and Fr. Lawrence will discuss further a somewhat scaled back Midnight Mass liturgy. The recommendation was accepted by the Council.

Committees of the Parish Council

Meeting Minutes and Reports

November 2015

PEACE AND JUSTICE COMMITTEE MEETING MINUTES

October 5 , 2015

Present: Barbara Bowles, Mary Catherine Bunting, Chuck Frascati, Sally O’Hara, Peggy Meyer, Dennis Moore, and Jack Schmidt

Next Meeting: 7:00 P.M. December 7th 2015 Mary Catherine Bunting will facilitate.

DISCUSSION. Habitat for Humanity – Liz Hasan, Kathy Ault, Frank Szustak and Peggy worked the build for Habitat on September 12 with the United Churches. Sally suggested we put something in the bulletin to keep parishioners aware. Peggy will let Laureen know to add it to the block with meals served etc.

(Done) BRIDGE - Audrey Rogers and Jack Schmidt have attended the BRIDGE meetings and BRIDGE is working on the next forum for the candidates for State Representative and Senate. Another clergy caucus will be on October 22. The invoice we received for BRIDGE membership was reduced from \$2500 to \$500 possibly to recruit more Catholic churches. Beyond the Boundaries - Mary Catherine, Audrey and Ray Bahr attended the last meeting and BTB continues to work on affordable housing and trying to get more involved. Brother Jerry was at the BRIDGE meeting and they are trying to limit the source of income to determine who accepts the Section 8 vouchers in Baltimore County. Too many places reject applicants who have Section 8 vouchers. Immigration – No legislation pending that needs our support.

Interfaith Activities – No report

SOCIAL ACTION INITIATIVES

Food Justice – Dennis helped Caroline Umana with the apple picking at Carroll Park. They supplied over 200 pounds of apples to St. Francis missions. Mary Catherine and Peggy helped pick produce at Roots & Branches with Caroline and her family. They gave produce and herbs to a neighborhood church for their food pantry for those in need. They also planted trees and cleaned up flower beds.

Garden Harvest – A representative from this Reisterstown organization attended several Friday evening dinners at St. V’s and brought bread and desserts. However we will not continue the relationship for several reasons.

TRE - We discussed needs and Barbara suggested a target date for bringing in bedding and towels. Chuck will ask Pat to put that in the bulletin for 2 Sundays. We are doing two moves per week and had another bed only day this month. Peggy Cronyn and Jack worked on a request for a grant from the Knotts Foundation and Father submitted it last week.

Jonestown - The Vision Meeting was on 10/1 at the Jewish Museum and Chuck Frascati said many dignitaries attended. They unveiled the new Jonestown logo. Mahan Rykiel Associates presented ideas

on how the neighborhood could be improved with emphasis on residential development, and transformation of empty lots.

Pax Christi - Chuck and Pat hosted a Wine and Cheese Social for Pax Christi and there was a good crowd. Mary and Chuck attended the planning meeting at Chuck Michaels and want to make sure we have good attendance at St. V's on 10/17 for the Day of Reflection. Call To Action is co-hosting it. USA Executive Director, Sr. Patricia Chappell, SNDdeN. is the key note speaker and there will be a panel to respond to her talk and then Q&A. Mary Catherine will get food and drink at BJ's, Peggy will get the blue table cloths, and Sally and Peggy will work on clean up. Peggy will MC to introduce speakers and panel members and Chuck will get the information on the panel. Chuck M still wants to have Vespers but if he can't get 20 people he said he will cancel it. Chuck sent an announcement about Regional Pax Christi's annual peacemakers' dinner and it will be at Sacred Heart in Washington D.C. on 11/15. On 11/17 we will host the bishop's dinner in the undercroft. They are working on who will bring the soup and salad. They also want to have a breakfast with the bishops at the Marriott Waterfront that serves 30 people a continental breakfast for \$2000. They are trying to get approval for that. They are starting to work on the national assembly for August 2016.

The Environment - Mike Dunevant, Jerry Pech, Kevin Daly and Peggy worked to clean up St. Vincent's cemetery on 10/3 along with Civic Works and Catholic High students. Peggy asked Ray Heil to contact Blue Water and to set up a water audit meeting or discuss the ideas.

Limay - Many people are sick from chikungun, a viral disease caused by mosquitoes. They had an 8 month drought and need desperately to be able to plant crops. We received the estate furniture of a friend of Barbara Larcom's for TRE. The 30th Anniversary party of Casa Baltimore is on October 10th.

OLD BUSINESS Peggy advised the Jonestown Planning Council that Heather McGinnis, research intern at JHU, does presentations on cancer screening if anyone was interested, and gave her contact information. Giuliana Valencia was in an accident but hopes to return to the work for an exhibit Cristo Rey would like to prepare featuring children who were killed in Baltimore that would include photographs of the children and displays of their shoes. Peggy asked parish council for permission to use our park and they approved. Respectfully submitted, Peggy A. Meyer

St. Vincent de Paul Church Social Action Committee

Meeting Notes Oct. 20, 2015

Attending: Peggy Meyer, Peggy Cronyn, Joe Cronyn, Jack Schmidt, Mary Lukaitis, Ray Heil, Chuck Frascati, Marcia Metzler

Peggy led the group in prayer.

St. Vincent's Feast Day Mass: Feedback from parish was good; Several service handouts and prayer cards remain on the table in the gathering space.

BRIDGE: annual dues have been adjusted to \$500 per congregation. BRIDGE will sponsor a candidates' night for state offices, date to be determined.

TRE: Peggy announced 5 moves in October, 4 moves in November. We have a waiting list until Christmas. HCH seems to have received more housing vouchers than previously. We now have 3 storage units to store furniture, and furniture inventory is adequate. However, funds on hand (\$2000) is not enough money to buy beds and pay for storage through December.

Peggy has submitted a letter of inquiry to the Knott Foundation for funding. Our application is being supported by the Archdiocese. Peggy asked anyone who has Christmas tchotchkes to contribute them

to TRE to be placed in client's apartments. Peggy is updating TRE website with fresh photos. Peggy Meyer will check to determine if PayPal account is being monitored.

Friday Dinner Program: We are serving approx. 300 per Friday night, with 375 on Aug 28. We have enough volunteers from a lot of different places- churches, JHU, etc.

Jonestown Planning Council: Joe reported. Next meeting Tues., Nov. 3 in classroom.

- Jonestown Master Plan- featured in Baltimore Sun. Effort being led by cultural institutions. Goal is to establish self-sustaining management for the neighborhood which will require hiring a full-time Ex. Director for the neighborhood association. Funds for this are not now available but are being sought.
- Transform Baltimore- rezoning for Baltimore may help move development forward in Jonestown, including some of the "orphan properties."
- Ronald McDonald House- lot next to McKim Center, across from Helping Up Mission; construction schedule to start Spring, 2016; fundraising ongoing
- Hendler Building- will provide 286 apartments; construction scheduled to start Spring 2016; searching for financial backers.
- Doors Open Baltimore- Sat. Oct. 24- admission to historic properties- go to website.
- Joe Cronyn will do presentation on the economics of historic preservation in Baltimore neighborhoods at Robert Long House 1724 Thames street in Fells St. on Nov. 12, 6:00 PM.

Emergency Services:

- Men's clothing program: served 30 men in Sept, spent \$560; Oct. -45 men, spent \$830.
- Food Program: no expenses in Sept., spent \$800 to date in October.

Peace and Justice Committee:

- Pax Christi: Oct. 7- Sr. Patricia Chappelle at St. V's- approx 40 attended.
- Beyond the Boundaries: Mary Catherine, Audrey, Ray Bahr and Chuck attended last meeting- working on affordable housing.
- Habitat for Humanity -4 parishioners worked on project on McCabe Avenue. Liz Hasan and Cathy Ault are St. V's contacts.
- Food Justice: Dennis, Caroline Umana picked apples and other produce at Roots and Branches School.
- BRIDGE looking for new leader. Jack, Audrey are participating from St. V's.
- San Juan de Lemay-many people sick in Limay from fever caused by mosquitos.
- Ray to meet with Blue Water Baltimore to develop a stormwater management concept for St. V's.

Program to put up a display of photos and children's shoes to dramatize the number of children killed in Baltimore: Parish Council approved doing display in St. V's park.

The meeting adjourned with a prayer at 8:45.

Next SAC meeting: Dec. 15, 7PM.

Respectfully submitted: Ray Heil

The Education and Enrichment Committee

This committee does not have an update - our last meeting was prior to the October meeting of the Parish Council.

Our next meeting will be 11/19.

Rita & Denny McMullin

Liturgy Committee

The liturgy committee has not met since the last Council meeting.

The committee's next meeting will be Nov. 21, from 10am to 12pm

Matt Hill

Draft Minutes, Meeting of Friends of St. Vincent's Park

November 1strd, 2015

Present: Peter Asquino, Michael Kelly, Peggy McMillan, Carolyn Moody, Mary Lynn Myers, Merrill Smock, Frank Szustak, Susan Woodman and guests (from River Christian Fellowship) Winnie Belai and Elizabeth Stroud.

Mike passed out a list of contact information for members of the Friends of St. Vincent's Park and people on our mailing list (attached at the end of these minutes, as corrected).

After discussion, the group agreed it set a once-a-month meeting at a regular time, e.g. 1st or 3rd Sunday at 11:00 AM in the classroom at the street level entrance to the classroom bldg.. Mike indicated he would work with Lauren Brunelli to find a time that does not conflict with other scheduling of the classroom. [Note: Lauren informed me that the 1st and third Sunday's were free, so I think we should set our meetings for the third Sunday of the month.]

An immediate project is to move the sign informing visitors to the park of the rules of the park from its inconspicuous place currently to a prominent area close to the Front Street entrance. A rough draft is attached to these minutes. **Readers please suggest edits!** Once we settle on a sign, with the identical text on both sides, Jim Dimmer can arrange to have it printed, and Peter Asquino thinks we can assemble a crew to dig up the current structure framing the sign and move it to a new place.

Mike indicated he would be meeting with the two Baltimore police officers that cover our area, Joe Tracy and James Beal to keep in touch. Since the re-opening of the park, things have been very quiet—from 3 to six overnighters in the park and 3 to five on the front steps and entryway to the church.

Mike indicated we had two challenges respecting changes on the St. V's website relating to the Park:

- Some texts need to be deleted and updated—something that Lauren can handle and Mike advise-- and
- The Park's location on the website needs revision, so that it is not hidden under the facilities committee but becomes an easy-to-reach element of the social outreach mission of the parish—something that needs to be raised with Joe Yingling who controls decisions relating to the overall design of the home page.

We need some updated material for the St. V's website:

- Peter Asquino will review and work with anyone he chooses to update the instructions for people going into the park to wake up people at 7 AM and clean the park.
- Mary Lynn Myers and Peggy McMillan will prepare instructions to people that wish to go into the park and greet and work with people in the park, perhaps in connection with our partners River Christian Fellowship.

- We should have material that informs donor-visitors (e.g. people feeding or handing out clothing and/or evangelizing) of the Park rules, our expectations of them (e.g. control distribution and clean up afterwards) and times we suggest be avoided (e.g. Sunday mornings) to limit congestion. Dan McCarthy prepared a draft some time ago, and Mike will ask him to revisit and redraft this for posting on the St. V's Park section of the parish website.

The assumption is that these instructions and follow-on activities of members of the committee are to establish an inviting way to recruit others' interest in the Park, and to make engaging in Park work and learning about homelessness in the city an attractive and informative possibility for members of the parish. In that connection:

- the homeless speakers group that meets weekly in the undercroft needs to be contacted so that an appropriate time and venue can be worked out for them to appear before the parish, and
 - The possibility of a tour of homeless-serving institutions in the area (e.g. Healthcare for the Homeless, the Helping Up Mission, the Weinberg Center, Our Daily Bread) should be explored.
- Jim Dimmer, St. Vincent's superintendent, has given Mike a quick tour of the capacity of our Park surveillance cameras feed into the parish office.

[Note, if we meet on November 15th, the third Sunday of the month, interested attendees can get a look at how the cameras can be used].

Mike advised that he would be in Australia visiting his daughter and her family from December 8th through January 18th, and asked Peter Asquino to lead the group and to draw on members of the committee to help carry forward the work of the Friends.

Respectfully submitted,
Mike Kelly

Facilities Committee

Nov. 10, 2015

The committee has not met since our last Parish Council meeting. Attached is a report on the present status of our approved and ongoing projects. Peace, Bob Betta

Current Maintenance Projects

- Lower exterior undercroft doors 2 (two double sets steel) 1 (one steel security) 1(one solid wood) should arrive at the supplier 12/2/15. Installation will proceed thereafter.
- South side exterior foundation pointing is still being completed. Fitz was working last week and this week to finish up.
- New Kitchen Floor for the undercroft is installed, waxing will occur this week.
- BGE Park light Project is behind one week. Removal of the existing poles/fixtures is slated for this week (Nov.9th) total project installation/completion is about 3(three) weeks out.
- Parking lot LED (security Lights) wall are installed and functioning. Project was completed Wed. 11/4/15.
- Church roof inspection/report status: Fr. Dick has sent a letter to the archbishop to open an official project. Still waiting to receive approval of this project. We requested Doug Johnson as our project manager.
- South Side interior wall (undercroft) is still partially exposed. Waiting for a final decision on how to proceed with finishing. Options are to strip the wall completely exposing foundation stone, top half (plaster) left existing with a transition strip to the lower exposed foundation stone, or to re-plaster/drywall the total wall.

- Lou Mank is ready to proceed with the repair of the exterior water drainage system on the south side of the church. He will begin as soon as the weather permits