

St. Vincent DePaul Parish Council Meeting Notes
February 23, 2016

(The meeting originally scheduled for February 9 was postponed due to inclement weather.)

In Attendance		Absent	
Dick Lawrence	Pastor	Denise Hamilton	11:45 rep
Colleen McCahill	Pastoral Associate	John Kober	7:15 rep
Anne Freeburger	Corporator	Bob Betta	Facilities Chair
Graham Yearly	Corporator	Mark Palmer	Finance Chair
Mike Jacko	9:30 rep (Secretary)	Matt Hill	Liturgy Chair
Lee Krempel	9:30 rep	Michael Keating	Outreach & Engagement Chair
Peter LaCount	9:30 rep (Vice-President)		
Joe Yingling	9:30 rep (President)		
Rita McMullin	Education & Enrichment Chair		
Denny McMullin	Education & Enrichment Chair		
Peggy Meyer	Social Action Chair		

Joe Yingling called the meeting to order

Pastor's Report

- Archdiocesan Planning
 - St. V's ranked second among all parishes in percentage of average attendance completing the survey (103%).
 - Archdiocesan average was approximately 30%
 - the small parishes who considered themselves endangered tended to turn out in greater numbers
 - We are now awaiting the Archdiocesan report on the demographics.
 - late-spring –new parish clusters will be proposed
 - fall – parishes and clusters will shape new plans
 - will be done in several phases, a few clusters at a time
 - The downtown cluster is not meeting until we have more information from the Archdiocese.
- Saints James & John School
 - representatives of supporting parishes (St. Ignatius, St. Wenceslaus, St. Anne's) met today to prepare for the school's accreditation
 - evaluation looks "reasonably good"
- We continue to consider plans for 175th anniversary (mass with Archbishop Lori to be on Nov 6).
 - Because the celebration will fall two days before the general election, Fr. Lawrence expressed some concern that we will be preoccupied with the political events
 - In preparation for the anniversary mass, Joe Organ will be introducing the parish to a sung creed
 - Question as to what else the parish should do in preparation for the mass (to be discussed below)
- Pastor's summary of finance report

- attendance has been low (especially result of the snow)
 - offertory has held up to anticipated levels
- a major annual donation has been made in a larger amount than anticipated
 - most of that money is already committed to specific projects
 - i.e. Saint's James & John School, the Cathedraecum Tax
- The Resource Exchange has received approval for the grant for which it applied (\$12,800) to purchase beds.
 - funding will be forthcoming

New Business

- We discussed the possibilities of formally thanking a few parishioners who are stepping down after ministries of a significant number of years.
 - These arrangements are not yet formalized, and the precise details of the individuals' plans are still in flux.
- Emergency Response Preparedness
 - we have several liturgical events involving open flame
 - the parish will evaluate the number, type and location of fire extinguishers
 - individuals will be identified who know where the extinguishers are and how to use them
 - we frequently have guests who suffer from mental illness
 - concern raised as a result of experiences with an individual who interrupted services on Ash Wednesday and the next day
 - should we offer interested parishioners training on how to recognize & de-escalate situations involving those with mental health issues?
 - the state offers an introductory program to that effect, and parishioner Stasia Edmonston has offered this training to St V's
 - program (called "Mental Health First Aid") is free except for cost of manual
 - Colleen has contacted the coordinators for Friends of St. Vincent's Park and the Friday night dinner to assess whether members of those groups would be interested to participate in the training.

175th Anniversary

- Outreach & Evangelization committee met to discuss preparations
 - idea: hold a series of special masses, each with a special invited guest list including others from the community
 - suggestions
 - Irish mass: early parishioners were English, Irish, and African-American)
 - Feast of St. Vincent: recognize service to poor & homeless
 - invite people from service agencies in neighborhood
 - Jonestown history-based mass
 - Midnight mass
 - an ecumenical / interreligious service
 - Nov. 6 – Archbishop will visit on the date our parish celebrates All Saints / All Souls (the Sunday after these feasts)

- proposal – move our celebration to the previous Sunday
 - on Nov. 6, we will hold a brunch after the liturgy with the Archbishop
- discussion of the multiple-mass proposal
 - we would need lots of participation with the preparations
 - many guests, lots of phone calls, postcards, etc.
 - we don't want to overwhelm the parish with too many "special" liturgies
 - (if everything is special, nothing is special)
 - we don't reasonably expect many of these specially invited guests to attend – likely token representatives at best
 - it is potentially wasteful / dishonest to hold a midnight mass for college students when we don't have a regular midnight mass to which they might return
- alternative suggestion: no additional "special" liturgies, but put all the extra energy into the Nov 6 celebration
 - party after the mass
 - historical photos on display in the undercroft
- alternative suggestion 2: we plan a day of service
 - we encourage the whole parish to work together on some service project
 - ideas: gleaning, help at a school, park cleaning, Habitat Build
 - we might have to work at multiple locations simultaneously
 - we could end the day with a dinner in the undercroft
- alternative suggestion 3: invite a friend day
 - everyone brings a guest to mass on same day (across all masses)
 - print invitations
 - have more / fancier food than usual after the 9:30 mass
- The discussion was tabled for the evening, but the consensus seems to be steering toward the notion of A) holding one additional "special" mass (in addition to Nov 6), and B) having an "invite a friend" weekend in the fall.
 - The precise details of that day remain to be determined
 - likely incorporate the idea (above) of inviting friends to liturgy
 - include historical displays which could remain in place for 4-6 weeks
 - possibly to include parishioner participation in a day of service
 - The first celebration might occur on the feast of St. Vincent DePaul

Pastoral Associate's Announcements

- John Rhodes, the parish's AV consultant is still working on his report
 - will ask Cardinal Sound to price some of his suggestions in order to provide us with a preliminary estimate
 - we will be under no obligation to purchase anything from that company, they will simply serve as a pricing guide
- The parish will have a new Jesuit Volunteer placed with us starting in August
 - Colleen will conduct several phone interviews during week after Feb 29 in order to find a potential match among accepted JVs

Committee Reports

- no questions from the reports
- few groups met, not all had representatives present to answer questions

Conclusion: We recited the Lord's Prayer, and the meeting adjourned at 9:30.
The next Parish Council meeting is scheduled for Tuesday, March 8 at 7:30pm.

Respectfully Submitted,
Mike Jacko

Committees of the Parish Council
Minutes and Reports: February, 2016

Education & Enrichment Committee

Facilities Committee

Meeting: Feb 2, 2016

In Attendance: Bob Betta, Bob Reuter, Jim Dimmer, Denny McMullin, Charlie Chapman, Colleen McCahill,

Not present: Bob Ball, Pat Ball, Dave Potts, Jerome Bird, Rita McMullin, Dan Rolandelli,

Jim Dimmer reported that the drone inspection of the church roof was only partially completed because of bad weather conditions. The photos of the north side of the roof showed no obvious areas that could be causing the leaks. The flyover will be completed when conditions are more favorable. A physical inspection of the roof might be needed to determine what needs to be done to stop the leaking.

Jim shared with the committee photos of water damage in the upper-croft. He pointed out that there was pooling on the lay-lights in the ceiling. This is partially do to the sagging of the frame for the lay-lights. He concluded that the sagging was caused by using boards across the lay-lights when the fluorescent lights bulbs are being replaced. He suggested that it might be best to replace the fluorescent lights with spotlights located on the timbers on the perimeter of the lay-lights eliminating the need to walk above the lay-lights.

Jim reported that the new doors for the undercroft would be delivered on Thursday, 2/3. Great Bear will start on the installation Monday or Tuesday next week. Hopefully they will complete the work by the end of the week. He will keep the committee updated as to the progress of the install.

A new scope of work and estimate will need to be done for the projected work on the front (east side) of the church. Jim pointed out that significant work will be needed on the granite steps which have shifted over the years.

The mason is scheduled to come in and repair the damage to the park fence that was caused by a car accident. Costs will be covered by our insurance.

The committee discussed the installation of vertical vinyl wind-breaker strips in the breezeway to facilitate the cooking of the Seder dinner food. The cost of materials is approximately \$500 and we can do the installation in house.

Bob Reuter made a request to have a better sign for the park. The committee felt that this is an item that falls under the purview of the park committee.

The suggestion to move the exterior outlet from Front to the enclosed alleyway was considered and put on hold for now.

On the subject of the undercroft the discussion centered on the interior exposed stone at the base of the south wall. The consensus was that for now the stone should remain exposed. The finished wall above it should be trimmed out and the door frames rebuilt.

The subject of the water overflow from the gutter on the south side of the church was discussed. Jim pointed out that the gutters had been repaired, repainted and all leaks sealed. It was determined that the overflow was probably due to leaf jam in the gutter or downspout. A way needs to be found to clear the jam.

The next discussion centered on the resurfacing and repainting of the parking lot. It was felt that because of the high cost of resurfacing it should be postponed. It was also agreed having the proper equipment that we could do the relining ourselves.

The next meeting was scheduled for Tuesday, April 5 at 7:00 p.m.

Submitted by
Bob Betta

Finance Committee

Draft Minutes: Meeting: Jan 20, 2016

In attendance: Father Lawrence, Pastor, Mark Palmer, Chair, Kevin Daly, Dennis Flynn, Joe Strassner, Graham Yearley, Colleen McCahill, Pastoral Associate and Joe Yingling, President of the Parish Council

The minutes from the October 21, 2015 meeting were approved.

Mark had distributed the Offertory and Attendance Comparison report for the July – December period of 2015. Attendance was off 8% for the full six months, and more than 20% in November and December compared to the prior year. Father Lawrence noted the broad trend in secularization is affecting attendance at many parishes. Offertory for the six months is off prior year by 2% but above budget.

The group reviewed the Income Statement compared to Budget for the 6 months ended December 2015. Offertory income is above budget including Christmas collections that exceeded both budget and prior year. Charitable donations were also strong during the period. Grounds and Church maintenance expenses were high due to substantial investments in the park (grounds) and HVAC and other church expenditures. Fr. Lawrence noted that a roof leak will require attention, and an inspection will identify the source and assist in determining what will be required. Fence damage from the recent auto accident will be recovered from insurance. Overall results are positive to budget for the first 6 months.

Dick reminded the Committee that Colleen had just begun her new PA role, and committee members expressed their pleasure of that outcome. Salary funding will include resources from the reserve.

Fr. Lawrence noted an item that was in the draft audit report – the creation of a “Perpetual Care Fund” to ensure resources to care for the Cemetery. The audit finding recommended the creation of a \$500K fund. Kevin suggested that the parish consider a columbarium as a way to generate income. Mark suggested that the potential signing of an easement agreement could provide for the care of the grounds, and Dick noted he will discuss with the attorney. Dick will be discussing the Care Fund matter with Parish Council, as this may be an appropriate direction for the Cemetery.

Dick noted that the draft Archdiocesan (compliance) audit document included other findings beyond the Cemetery Care Fund. Several items related to expenditure controls for which process changes have or will be implemented. Certain items, such as the requirement of including the Trust Fund in parish financial reporting, and procedures surrounding offertory count and deposit and craft sale controls, will be further discussed with auditors as there is not current agreement.

Dick noted that the Archdiocesan payroll system rollout had been delayed, but he was not aware of a new implementation date.

Fr. Lawrence suggested and the group agreed to start FY2016-2017 planning/budgeting earlier, and that a first discussion will be set for the Committee’s next meeting. The date for the next meeting is April 27, 7:00 pm

The meeting adjourned at 8:20 P M.

Respectfully submitted,
Mark Palmer

Liturgy Committee

The Liturgy Committee has not met since the last Parish Council Meeting.
The next scheduled meeting is March 5 at 10am.

Outreach & Engagement Committee

Meetings: Jan 13 and Feb 1

Jan. 13 attendance: Brenda Smith, Lee Krempel, Lauren Brunelli, Michael Keating

Feb. 2 attendance: Brenda Smith, Lauren Brunelli, Michael Keating

175th anniversary

The committee suggests working with other committees to develop a series of special fall masses leading up to the anniversary mass with the Arch Bishop related to our history, including a mass in Latin, an Irish mass, a printer's mass, mass for the homeless, etc... Need to recruit people to spearhead each mass, create displays, reach out to the community, especially Irish. Timeframe

would be September to November, every other week or so.

Need to develop a tagline/theme for the bulletin and other communications, possibly - Honoring Our Past, Looking To Our Future. Hoping to develop a list of historical milestones to share through the weekly bulletin.

Looking for a way to give out St. Vincent medallions and neck chains either for the St. Vincent feast day mass, or the big Anniversary mass

New Signage

Pegged to the Pope's new book, we are developing our next exterior wall sign and bumper plate to be: The Name of God is Mercy. Tim Hyatt is helping design. Hope to have it up and out by early March.

Wellness

We are brainstorming ideas around some kind of wellness campaign related to the Pope's encyclical, working title is Mindful Consumption. This could combine food/spiritual lectures, exercise, the farmer's market, meditation, etc...

Church Sound/AV

Colleen and I met again with John Rhodes on Feb. 2 to review baptismal font camera and sound. We will propose to Fr. Lawrence that we stop using the ceiling mic, which does not mesh well with the sound system and creates fuzzy feedback, and that he instead wear a wireless mic. We will also recommend that we not offer to record the ceremony for either church or family. If the family wishes, they can video record themselves.

John is working with our former contractor to determine reasoning behind past decisions, wiring locations, etc.. He hopes to have a recommendation within the next month.

We are discussing a proposal to stop videotaping the sermons and instead create audio podcasts.

We will hold off on developing/training our new AV club until after any updates and policy changes are complete.

Social Action Committee