

**St. Francis de Sales Pastoral Council
Meeting Minutes
October 5, 2021**

Attendees:

X Maddie Frick	X Nikki Gorski	X Gloria Morales	X Patrick Perkins
X Sally Raphael	Isabel Sans	X Cynthia Santiago	X Gabriele Segletes
X Diane Traube	X Denise Walsh	X Jim Wilson	X Deacon Chuck Hoppe
X Deacon Carlos Morales	Deacon Jim Sullivan	X Fr. Jaime Garcia	X Martine Uveges

The Meeting came to order at: 7:02pm

Opening Prayer: Diane led everyone in the Pastoral Council Prayer

Approval of Minutes: Sally motioned to approve the September minutes; Jim W seconded; all approved.

OLD BUSINESS:

Conflict of Interest Forms: Everyone returned their completed form - thank you.

Donut Social: Diane reminded everyone that a donut social was typically the first Sunday of the month and asked if this should start again the first Sunday in December sponsored by the Pastoral Council. Fr. Garcia wants to see the donut social back and asked what its purpose is. Diane said it is to socialize and bring parishioners together. Nikki suggested it be advertised as an opportunity to meet people. Fr. Garcia does not want the donut social to conflict with *Christmas Around St Francis*, which is scheduled for the first Sunday in December. Nikki wondered if the donut social could start in January, on the 23rd, to celebrate the Feast of St Francis de Sales, and then go back to the first Sunday of the month in February or March. Denise would like to identify some families to sponsor the donut socials; Fr. Garcia likes this idea.

NEW BUSINESS:

Liturgical Committee Ministry Fair on Sept 25th and 26th: Patrick said it was very successful, especially since they could talk to people right after Mass. Many signed up to be Altar Servers and Ushers. It is helpful that people are willing to do different Masses. He is working through the list. Some wanted to be Greeters, and Patrick was supportive. He noted that some current ushers also greet people, and that makes people feel welcomed. He will raise the idea of bringing back greeters or having usher/greeters at the next Liturgy Committee meeting. Gabi shared that originally greeters were an opportunity to have families and children be involved in a ministry.

Advent / Christmas liturgical / event planning: Patrick let everyone know that there is a joint Liturgy Committee meeting of St Francis de Sales (SFdS) and Prince of Peace (PoP) every other month, and the individual parish Liturgy Committees meet on the off month. Prior to tonight's Council meeting Patrick shared the Joint Liturgical Calendar through June 2022. Once a Music Director is hired, further details surrounding *Christmas Around St Francis* will be shared. Christmas Eve (Fri) and Christmas (Sat) Masses were adjusted due to falling on the weekend. Kilduff Hall will be an overflow area and not a separate

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Mass. Masses for Holy Days will be on the Eve at 7p at PoP and on the Holy Day at 9a at SFdS. Nikki asked if Mass times could be on a banner on the web site as a reminder. Fr. Garcia found that another priest sent a card at Christmas with times of special events and Masses. Patrick liked the virtual Christmas cards done last year; they will be provided again this year.

Budget review: Jim W gave an overview of the parish budget for July 2021 to June 2022. May/June 2020, the budget planning time for 2020/2021, was a challenging time. As such, themes to consider:

- a. Everything was shutdown. Costs were minimized.
- b. Help was needed. There was some savings, but it was preferable not to tap into savings. Two PPP (Paycheck Protection Program) loans were applied for to cover payroll. They were extremely helpful, and both have already been forgiven.
- c. A couple gifts were received for 2022 - one from a deceased parishioner.

The focus should be on offertory contributions. Program costs have gone up (eg Pre-School, Religious Ed, Bingo) including new program startup costs.

Diane commented that the budget picture looks good. Martine asked if savings were tapped into. Fr. Garcia responded that it was not, though some inheritance taxes will need to be paid from savings. Sally noted there was a list of needed repairs and asked if there is an updated list. Fr. Garcia has had a building assessment performed to determine what needs repaired. The report will be provided to the parish in a few weeks. It can then be presented to and reviewed by the Council.

Membership: Diane noted that there are two vacant Elected positions: one was previously filled by Oscar Molina, and the other is Martine, who is at the end of her term. Three other council members in Selected positions are at the end of their term: Patrick (Liturgy), Nikki (Faith Formation), and Jim W (Stewardship). Diane asked for someone to chair the Nominating Committee, and Cynthia volunteered. Cynthia needs to draft an advertisement next. Jim W pointed out that there are instructions for the Nomination Committee Process in an appendix of the by-laws. Martine will email the by-laws to everyone. Fr. Garcia said we will brainstorm at the next Pastoral Council meeting.

Good of the Council:

- *Memorial Mass Nov 6th, 9a* – Patrick announced that there will be a Memorial Mass open to all parishioners and for those who have died from COVID. Patrick is accepting any names of those who have passed away. Denise said Bill Hengemihle told her he had this all handled. Patrick will follow up with Bill. The Knights of Columbus typically remember the names of all their deceased members. Fr. Garcia expressed interest in sometime having a Blue Mass for police and first responders and a White Mass for doctors, nurses, and healthcare workers.
- *NCYC (National Catholic Youth Conference)* – The dinner bingo on Oct 1st was well attended and raised ~\$5,000.

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Clergy Items and Updates: Fr. Garcia provided these updates.

- *Faith Formation* – All students need to be in class. Fr. Garcia will try to see if there could also be some online classes for those who are not comfortable with in person classes.
- *Accidents / Incidents* – All need to be reported to Fr. Garcia. Accidents are when actual physical injury or damage occurs. Incidents may cause personal discomfort or potential harm.
- *Music Director* – Fr. Garcia shared that someone has been identified for the full time position for the two parishes. Approval from the diocese is pending. Timur will start Nov 1st and commute from Philadelphia for now. He will play at the 4p Mass at PoP, the 5:30p Mass at SFdS, and the 8a Mass at SFdS. Since there is a 10:30a Mass at both parishes, a backup organist will be needed occasionally. Timur will hold choir rehearsals and cantor rehearsals. He will do some administration and oversee all choirs (Adult, Children, Youth, and Latino). He will be a member of the Liturgy Committee. He would like to do concerts for the benefit of the parish.

Update on administrative and pastoral staff:

- Linda Midwig replaced Liz Gonzalez as *Executive Assistant*. Linda is good with computers and designs websites.
- Diane Lewis and Angie Rebbert are looking for *temporary help with Faith Formation*.
- Danny Cajigas has stepped down as *Business Manager*. Fr. Garcia has someone in mind as his replacement, though, as a Parish Administrator, he needs the parish Corporators to assure this hire is being done according to Archdiocese policies.
- Charlie Gill had been a *parish Corporator*. Mike Walsh has been submitted to Vicar Msgr. Jay O'Connor to be the new parish Corporator.

Pastoral visit from Vicar Msgr. Jay O'Connor: Msgr. Jay O'Connor will be coming to visit on Wed, Nov 10th. Fr. Garcia said the staff will make themselves available 8a-8p. He asked the Council members to be available at 5p or 6p to 8p. This Pastoral visit will audit Baptisms and Marriages as well as finances and review the health of the parish. This includes the proposed changes in the Mass schedule due to one priest and the response to COVID, which continued to provide the sacraments and help for the poor, taking care of the parish salaries, and upkeep of the parish buildings, which have been handed down to us and are to be provided for future parishioners. To improve bookkeeping, all activities need to be submitted to Linda.

Deacon Chuck explained that everyone should think about this pastoral visit with a long-term view. People should speak the truth rather than just complain. The visit is in hopes of determining when SFdS and PoP can become a pastorate. The parishes have been acting this way since the idea of a pastorate was initially brought up a few years ago. The two parishes have mixed the staff, Religious Education, Deacons, and Lectors. Deacon Carlos commented that we have done things together as one family. Deacon Chuck reminded everyone to focus on the outcome. Gloria shared that it would be better to have one priest as Parish Administrator than to not have a priest and only have deacons.

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The Deacons are committed and do a lot helping with Baptisms, funerals, and providing communion to shut-ins. Patrick said the Sacristans are tremendous, and the standby EMCs are called to fill in and all works smoothly. Fr. Garcia is grateful for everything everyone is doing, as he is only as successful as his staff, the Pastoral Council, and volunteer parishioners around him.

The Pastoral Council will continue to meet at the scheduled Nov 2nd meeting. The Liturgy Committee will meet on Nov 10th. Patrick reminded everyone to express how much we value the PoP parish including regarding scheduling flexibility.

Meeting Adjourned by Diane at 9:00pm

CLOSING PRAYER: Deacon Chuck said a closing prayer, led everyone in saying the Hail Mary, and gave everyone his blessing.

Respectfully submitted,

Martine Uveges, Secretary