**MINUTES**

**PASTORAL COUNCIL MEETING**

**St. Therese Catholic Church**

**October 3, 2018**

Linda Gregory, Chair, called the meeting to order at 7:00 p.m. in the Parish meeting room.

**In Attendance:**

* **Council Members:** Linda Gregory, Phil Olekszyk, Christine Van Buren, Cathy Buquor, Sylvia Clifton, Dan Wenner, and Tim Brown. Ron Haggerty and Joan Lechene were absent.
* **Ex Officio Members:** Fr. Jim Cowles, Cheryl Davis

**Opening prayer: Kathy Buquor**

**Formation:** Linda Gregory read an article about the life, death and canonization of St Therese. We are celebrating the feast of St. Therese in the parish this week.

**Approval of Minutes from September 5, 2018 meeting:** Phil Olekszyk motioned for the minutes to be approved. Kathy Buquor seconded the motion. The motion was passed with unanimous consent.

**OLD BUSINESS**

* **Increased Offertory Program (Our Sunday Visitor)**- As he is out of town, Ron Haggerty sent an email to the Council summarizing his recent meeting with Debbie Knarr, the Parish Business Manager. He noted the last effort to conduct an increased offertory program was in 2003. It was successful. The same process and documentation may be used again. When Ron returns, a committee will be formed to steer the program and to propose an implementation schedule.
* **Increased Weekly Donation Plan** – This Old Business item is now covered under the Increased Offertory Program for future updates.
* **Parish Ministry Contacts** – In most cases, the previous year’s ministry contacts will remain the same. As the ministries continue to meet, new contact information will be provided to the Council.

* **Parish Pastoral Committee Ministry Liaison Assignments** – Previous year ministry liaison assignments will remain the same except those where the Council member has completed their term. Dan Wenner will replace Rita Guest as liaison with the Religious Education/Faith Formation Ministry. Dan will coordinate with Nadine and Kerry Fallon. Linda will coordinate with Brandon to determine if he will continue to liaison for the Youth Group.
* **Parish Directory online update** – Cheryl Davis supplied a written report on her meeting with Parish administration. At issue is to determine the most efficient and effective way to make the Parish Directory available to the Parish community through the Parish online web site. One of two choices was to compile the directory onto a disk and upload it on our own. The other choice was to have the website company, Blue Water, be responsible for uploading the directory. There was an issue of copyright infringement if we uploaded the directory on our own, as well as the possibility of a lot of labor involved in the process. The Blue Water Company offered to take over the upload process and to safeguard the information. They would charge $150 for additional uploads during the year. Kathy Buquor motioned that Blue Water Company be contracted to manage the upload of the Directory. Dan Wenner seconded the motion. The motion was passed by unanimous consent.
* **Ministry Fair** – Linda Gregory advised the Council that the Ministry Fair is delayed until the Portico is completed.
* **Votive candles** – Fr. Jim announced that a private donation was made for the purchase of the new votive candle stand. The order has been placed. We are waiting for delivery.
* **Columbarium update** – Cheryl Davis and Fr. Jim stated that no new information had been received from Deacon Handel. Phil Olekszyk motioned that a new letter be sent to Deacon Handel to request status of our request. Kathy Buquor seconded the motion. The motion passed by unanimous consent. The Old Business item ‘Cemetery Survey from Deacon Handel’ is covered by the ‘Columbarium update.’
* **“A Minute in the Church” publication distribution** – Cheryl Davis and Phil Olekszyk stated that all copies were distributed. 4 or 5 parishioners wanted copies of the earlier editions that were handed out last month. None are on hand. After discussion on the cost of ordering small amounts or single copies (approximately $5.00 a copy), it was decided to put an announcement in the bulletin advising parishioners how to order additional copies or back copies on their own.
* **Parish Picnic** – Linda Gregory announced that there were 170 attendees – about 100 less than last year. All door prizes were awarded and Thank You letters were sent to organizations that supported the event. In open council conversation, several council members noted that the after-picnic cleanup was difficult due to lack of manpower. It had been expected that more support organization people would remain after the picnic to move the heavy tables, chairs and tents. There was a discussion that a cleanup committee be established for just such occasions. This item will be discussed before the next similar event.
* **Parish Mission** – Linda Gregory stated she had received feedback from everyone on the different venues available for the Parish Mission event. Consensus was in favor of the VIGIL Group venue. Linda will contact the VIGIL representative, Greg Boudreaux to select a date and begin the event planning for the parish. Conversation among the Council concerned a perceived need to ask parishioners to do a faith contribution to help offset the costs and to forecast attendance. Budgeting for the $6,500 event will be put forward for the next budget year. Linda will follow up with Mr. Boudreaux.
* **Day for Parish Council meeting** – The Parish Council meeting date and time will remain as is, first Wednesday of each month at 7:00 p.m.

**PARISH COMMITTEE AND EXTERNAL MINISTRY REPORTS**

* **Neighborhoods** – Fr. Jim did a Mass at Kitty Whitty’s home for her neighborhood group. 18 parishioners attended the meeting. A follow-on meeting is set for their neighborhood. Linda Gregory will be scheduling a meeting for her Neighborhood.
* **RCIA**- Linda stated that Kerry Fallon is conducting discussions on the Book of Mathew.
* **Finance** - Linda stated that a date in October for the joint meeting with the Finance Council has not been set at this time. It will be determined after Ron Haggerty returns. The event is intended to be a social gathering of the two councils rather than a working meeting.
* **Charitable Gaming** – Father Jim says they need more volunteers.
* **Maintenance** – It was noted that the deck on the Rectory needs replacing. Fr Jim would appreciate assistance in replacing or repairing the deck.
* **Liturgy**- Cathy stated there is nothing new to report from the Liturgy Ministry.
* **Social Justic**e – Linda presented information from a meeting with Beverly Ittner about expanding the prison ministry. New volunteers are sought to help expand support to jails in Gloucester and Saluda.
* **Parish Community Life** – Cathy Buquor announced that Anna Barranco will manage the November 17 wine and cheese festival.

**NEW BUSINESS**

* **Parish Nurses** –Fr. Jim noted that the parishioners who proposed the program have moved on to Florida, but the program still deserves consideration. He saw the program work successfully in his previous assignment, Chesterfield, VA. Some education of the parish about the program is needed. A bulletin announcement will be made as well as a posting on the parish website in the near future.
* **Inter-council communications** – Linda Gregory stated she had made a presentation to the Knights of Columbus Council. She discussed the Neighborhoods program, the Columbarium, and the status of several parish projects. Her presentation was well received.
* **9-Day Novena** – Tim Brown informed the Council that the Knights of Columbus Council is sponsoring a 9-Day Novena for Life from 13 October to 21 October. Fr Jim will inform the Parish membership about it at Mass this coming weekend. Novena cards will be distributed before each Mass on the two weekends. The congregation will be pray the Novena during the priest’s meditation time after Eucharist at each Mass over the next two weekends. They will be asked to find some time each day during the week to again pray the Novena and thus complete a full 9-day practice,
* **Bishop’ Listening Session** – Fr Jim received a letter from the Diocese that the Bishop will be at St. Jerome’s parish to conduct a listening session with representatives from the 10 parishes in this area. The Bishop requested representatives from each Parish Council, as well as parishioners at large, to attend. Linda Gregory and Beverly Ittner will attend with Fr Jim.
* **Deaneries** – Fr. Jim announced that the Diocese is establishing Deaneries in the Diocese, each Deanery covering several parishes. The Dean for St. Therese Parish is Fr. Jerry of Matthews.
* **Donating IRA mandatory withdrawals** – Phil Olekszyk briefed the council that brokers can assist investors over 70 ½ years of age who need to make IRA mandatory withdrawals to donate them in non-profit organizations such as St Therese Parish. It is possible to make the donations on a periodic basis, as well as in a lump sum. Father Jim requested that Phil provide an item for the Sunday bulletin.

* **Fundraising** – Linda was approached by a parishioner about possible fundraising activities for the Parish. The suggestion was for Pampered Chef products. This will be discussed at a later meeting.
* **Parish household**s - Fr. Jim announced that Debbie advised there are now 508 households in the Parish. We are growing.
* **Volunteers for opening and closing prayer next meeting**:
	+ Opening prayer – Linda Gregory
	+ Closing prayer – Sylvia Clifton

**ANNOUNCEMENTS**

* Next Meeting: Wednesday, 7 November 2018

**CLOSING PRAYER: Cheryl Davis**

**ADJOURNMENT:** The meeting was adjourned at 8:30 p.m.