**Call to Order:** 7:00 p.m. Linda Gregory

**Opening prayer:** Tim Brown

**Attendance:**

* **Council Members**: Linda Gregory, Ron Haggerty, Cathy Buquor, Sylvia Clifton, Dan Wenner, Phil Olekszyk, and Tim Brown
* **Ex Officio Members**: Fr Jim
* **Guest:** Gary Dietz – Parish Facilities Manager

**Formation:** Linda presented an article “Remembering the Ashes” for meditation on Lenten themes and symbols.

**Approval of Minutes from February 6, 2019 meeting:** Ron motioned for the minutes to be approved and Cathy seconded the motion. The minutes were passed with unanimous consent.

**Guest Speaker:** Parish Facilities Manager Gary Dietz presented the current Facilities Maintenance Repair List, as of 01/25/2019, for consideration by the Parish Pastoral Council. Gary was invited by Linda to provide background to the budget decisions the Council will be making in the near future. The list will also provide common ground for budget discussions with the Parish Finance Council. The Facilities Maintenance Repair List is attached to these minutes.

**OLD BUSINESS**

* **Increased Offertory Program (Our Sunday Visitor)** – 82 pledge cards were returned, with 34 stating increases and 45 stating no change. The campaign will continue with additional bulletin and pulpit announcements. There were questions from parishioners on how to turn them in. Fr. Jim stated it was inappropriate to place them in the offertory baskets, where other parishioners may see some responses. A closed box will be set up in the commons where cards may be returned. A visual aid to track and show the parish the status of the program will be created. Linda will ask Deb to monitor and report on increases of e-giving.
* **Parish Directory online** – Cheryl was not able to attend. No report filed.
* **Ministry Fair** – This issue is tabled until the Fall.
* **Columbarium update/ Cemetery Survey** – Fr. Jim stated that Deacon Handel attended a recent meeting with Linda, Phil and Ron, and that the Columbarium is still an active request. The Deacon asked for Gloucester restrictions on cemeteries. He would like a measurement of the property and zoning guidance. However, there is no zoning guidance in Gloucester for cemeteries. Phil stated it appears this project has gained priority with the Diocese.
* **Parish Mission** – Linda stated the VIGIL group is open to staying at guest homes owned by our parishioners during the event.
* **Distribution of the next Gus Lloyd Minute in the Church book** **–** The books are here. BINGO paid for them. They will be distributed after a bulletin announcement is published. They may be handed out as soon as April 6 and 7 after Mass.
* **Other old business** – Colonnade: Fr. Jim said he, Deb, and Mike Foster met with the contractor to review the completed work on the colonnade. Some issues remain to be resolved.

**Parish committee and external ministry reports**

* **Ministry and Committee Directory** – Tim provided a revised list of Parish Ministries and Committees reporting to the Parish Pastoral Council
* **Ministry reports** – Linda will send notices to the Ministry Chairs of reporting requirements. Some are to report monthly and others to report ‘as required.’
* **Neighborhoods** – Linda reported that her Groups 1 and Pat Snyder’s group 39 had productive meetings. Kitty Witty’s Group 43 has held 4 meetings and continues to sustain attendance. A fourth group is forming.
* **RCIA** – Linda mentioned there are 2 Catechumens at the Diocese function in Virginia Beach this weekend. There are 2 candidates for Baptism.
* **Finance** – Linda and Ron met with Sylvester to discuss the budget. The budget appears to track with actual expenditures. There may be a shortfall within the Youth Ministry budget, as forecasted expenditures appear higher than the previous year’s actual amount spent. Linda will discuss the need for the Youth Ministry to be more aggressive in their fund raising to offset overages in actual expenditures.
* **Charitable gaming** – Fr. Jim stated that Charitable Gaming could always use more volunteers.
* **Maintenance** – As noted above, Gary presented a project list at the meeting and responded to several questions about current projects.

1. Picnic Pavilion – an artist’s concept was shown the council.

a. Budget for the pavilion at this time is $24,000; one bid has been received so far of $28,000.

b. High voltage wires in the vicinity of the site may pose a restriction, but determination is to be made by Dominion Energy.

c. Funding is to come from category Memorial Gifts

2. Day Chapel – repairs are in process. There are issues with the slate roof peaks, degrading caulking and flashing. The Diocese provided a consultant to do a thorough evaluation of the Chapel. The consultant will arrange for contractors. All bids should be in by 29 March.

3. The priority of selection for work to be done is: 1) exterior protection, 2) electrical maintenance, 3) the Rectory and the YLC, 4) the rear of the church (protective acrylic, and strip and paint the trim.

* **Liturgy** – Cathy stated that a liturgy meeting will be held March 18.
* **Social Justice** – Linda stated this Friday will be the last GUEST dinner, held at Newington Baptist.
* **Parish Community life** – Cathy stated that a chair person is needed for this committee.

**New Business**

**Parish Council Elections –** Parish Council elections will be held April 27 and 28. A bulletin announcement will be put in by Linda. Phil will run again. Linda will not run again. Christine Van Buren is on her last year with the Council and will not run again.

**Ministry and Council Budgets** – As noted above, budgets were reviewed with the Finance Committee Chairman and both Councils appear in step with budget goals.

**Church anniversary** – May 2019 is the 80th anniversary of the Church of St Therese. The Pastoral Council has been approached to support a celebration of the anniversary.

**Volunteers for opening and closing prayer**: Opening prayer – Cathy, and closing prayer – Ron

**Next meeting**: April 10, 2019, 7 pm

**Closing prayer** – Sylvia Clifton.

**Adjournment** - Linda Gregory adjourned the meeting at 8:30 pm