



## **Saint Kateri Tekakwitha Pastoral Council**

**Meeting Notes: May 24, 2018 - APPROVED**

### **Present:**

#### **Staff**

Fr. Paul English, Carol Wilke

#### **Members**

Janet Archibald, Kristine Brickler, Kathy Ehrhardt, Madeline Fasano, Maryfran Fettinger, Patty Sheridan, Ray Manuszak, Rob Spatola, Iluminada Vilca, Rick Walther

### **Absent:**

Joe Kelly

### **Trustee:**

Betsy Stehler

### **Guests:**

Jordan Searles (potential youth PC member)

### **Opening Prayer**

R. Spatola led the council in opening prayer.

### **Mission/Vision Statement**

Together, council members recited the SKT Mission and Vision Statements.

**Open Forum** - There were no speakers for Open Forum.

### **Prior Meeting Minutes**

Consensus was reached to approve the April 24, 2018 Meeting Minutes.

### **Chair Messages**

PC Membership: J. Archibald reported on membership matters:

- M. Fasano, the council's only youth member, leaves for college in the fall. J. Searles is present at this meeting as he is considering an invitation to submit his name for consideration. A few other youth names were mentioned for consideration.
- The interview team for all potential members this year is Ray Manuszak, K. Ehrhardt and M. Fasano.
- The executive committee (currently, J. Archibald as Chair, M. Fettinger as Vice-Chair and P. Sheridan as Secretary) can be any council member and at least one member turnover each year is encouraged so that there are always members with experience on the committee. All members are encouraged to consider serving in one of these positions (including the opportunity for a co-chair)

PC Meeting changes:

June: Saturday, June 16 at 9:00 AM, Room 137, SKS

August: Thursday, August 23 at 5:00, SMM\*

September: Saturday, September 22 at 9:00 AM, Room 137, SKS

\*Council Summer Retreat: The video "Intentional Discipleship" will be viewed as a starting point for conversation. Pot luck picnic supper to follow. Signup sheets to be available at the June meeting.

A joint social gathering with the Finance Council was discussed and consensus reached that it would be a

very good thing for the members of both councils to spend time together. Both councils can only benefit from having a better understanding of the other, the goals, processes and challenges of each council. R. Manuszak, as liaison to the Finance Council, will extend an invitation for members to join the social portion of the Pastoral Council summer retreat on August 23.

### **Finance Council Report**

C. Wilke referred to the ministry report circulated to members prior to the meeting and available on the parish website. Additional comments included:

- Our parish year-to-date report we are \$124,000 expenses over income. The amount of the deficit has actually been greatly reduced by a very generous anonymous donor.
- Again, the previous budgeted amount for weekly collections was not met. The new budget will be built on a more realistic amount for anticipated collections.

We have 3,625 registered families in the parish and we need to reach out to the 1,800 non-active parishioner families to. The VC is forming a team to undertake this (currently, J. Gantner, P. Burns and J. Aloisio) with the goals of

- Making non-active families aware of our parish and what it offers
- Surveying the needs of parishioners
- Making a plan and developing a strategy to respond to what is learned.

A massive clean-up of parishioner data was completed a few years ago so we have a good starting point at this time. We want to know why people are not active - what can we do to bring them back.

Fr. Paul reminded everyone that we all have a shared mission. We need to avoid silos and insure that the efforts include every facet of parish life.

- CMA, as of May 15, is 97% of goal - just \$3,400 short. We will continue efforts to reach the goal.
- The parish recently received a Silver Award for Team Excellence at the Greater Rochester Quality Council's 12<sup>th</sup> annual Showcase and Performance Excellence Awards dinner. The project submitted related to the parish's success in resolving all issues raised by a Diocesan audit so that the next audit was clean.
- Some discussion regarding making online giving more attractive to parishioners followed.

### **Pastor and Vicar Reports -**

Fr. Paul reported/commented:

- We need to understand how to invite the 1800 or so families in our parish that we do not see benefitting from what we have to offer. So, how do we train our active parishioners to invite others to know and love Jesus? Increased participation might increase revenue, but our mission is to share our faith - to answer the call to be the presence of Christ.
- Please talk among yourselves and parishioners and offer suggestions to Fr. on how to be "intentional disciples."
- Fr. presented and discussed the financial report to be circulated, noting in particular the pie chart analysis of income and expenses. He noted that collections are the main source of income to the parish and the bulk of expenses are staff expenses. The amounts are disproportionate, and we want to reconcile them:

- (a) Grow our income: fundraising was greatly reduced partly because of diocesan changes in

guidelines. Now that the guidelines have settled, we are beyond that hurdle and it is time to have fundraising efforts move forward.

- (b) Reduce expenses: If we look to reduce staff we have to determine what we now do that we do not want to do - what can we eliminate or how can we otherwise maintain activity now handled by staff?
- (c) Do some of both: any of these is a change and change is hard for many. We must be careful. The council then discussed what used to work well and we can start again. Fr. asked for suggestions from all.

### **Old Business**

- Puerto Rico Outreach Effort: R. Spatola and I. Vilca have been discussing this proposal. SKT and SKS are interested in forming a relationship with a parish in Puerto Rico. After research, a parish was identified, a letter prepared and sent to the pastor of the parish, inquiring if that parish is interested in forming a relationship with SKT. The letter was sent on 2 occasions: in English and Spanish. Now it is time to follow-up and I. Vilca and R. Spatola will do this.
- SKT Covenant: R. Spatola recommended that the covenant be periodically updated, particularly for sharing with new council members to provide guidance on the focus of meetings, the role of Pastoral Council serving the Pastor and the Parish. An "Update Committee" was formed, with R. Spatola as facilitator and K. Ehrhardt joining.

### **New Business**

#### Ministry Reports: Discussing the "roadblocks"

- it was noted that staff is raising less concerns in their reports: why? Are things improving or do they feel it is pointless to raise any concerns? Fr. Paul will discuss with staff.
- Inquiry was made regarding the manner in which communications among staff and volunteers in certain ministries are handled. Council members discussed possible changes and Fr. Paul agreed the concern is under discussion among the staff.

#### Eyes & Ears

- PC Bulletin Blurbs: comments were noted that the bulletin blurbs are not meeting the intended purpose. Parishioners are finding that the short bullet points do not provide sufficient information about what the council is all about and what it does. Discussion ensued related to what do folks want to hear from PC and what can be done to provide more detailed information - a newsletter, more detail in bulletin articles, the website?
- 40 Hours Devotion: all good things heard from participants. Even in the middle of the night was covered! Comments were heard from many noting Fr. Paul's presence for an extended period of time.

### **Review of Action Items**

- Respond to Fr. Paul's requests for input on several matters.
- Invitation to Finance Council to join the social part of the summer retreat.
- Puerto Rico Outreach follow-up.
- Covenant update follow-up.

**Ministry Reports**

Reports from Evangelization, Faith Formation/Youth Ministry, Irondequoit Senior Ministries/Good Samaritan Transportation, Liturgy Committee, Music Ministry, Pastoral Associates and Finance/Administration were circulated to members prior to the meeting and are available on the parish website.

**Closing Prayer**

R. Spatola led the council in closing prayer.

The next council meeting will be Saturday, June 16, 2018 at 9:00 AM in Room 137, Saint Kateri School.