

**The St. Vincent Ferrer Parish
Parish Pastoral Council Meeting Minutes
Thursday, February 25**

Council Members Present	Council Members Not Present	Clergy and Guests Present
Jodi Kastner, Chairperson Travis Everly, Member-at-Large Tina Borchard, Member-at-Large Julie Morency, Member-at-Large Commission Representatives: Maria Barrett, Worship Chris Vollman, Athletics Kathy Abele, Building and Finance	Father Dennis Jaspers, Pastor Ruth Connolly, Member-at-Large Annie Lawrence, Education Commission Bill Montel, Parish Life Commission	Father Tom Wray, Pastoral Vicar Mark Dunkley, architect

Agenda -- Information/Discussion	Action/Follow Up
<p>I. Opening Procedures The regular meeting of the St. Vincent Ferrer Parish Pastoral Council (Council) was held virtually via Zoom on February 25, 2021. The meeting date was changed by a majority of Council members as the third Wednesday fell on Ash Wednesday. Father Wray opened the meeting at 7:04pm with a prayer from the Archdiocese Beacons of Light program, along with the Gospel reading and reflection for the 3rd Sunday of Lent. Minutes of the January meeting were unanimously approved.</p> <p>II. Discussion Items:</p> <p>a. 75th Anniversary Celebration – The ad-hoc planning committee continues to meet. Ms. Borchard and Ms. Morency would like help sorting through the many photos available for the commemorative book. Father Wray has reached out to Denny Connor to ask for his assistance with planning.</p> <p>b. Mass Live-stream Project – Mr. Everly reported that Father Jaspers signed a contract was</p>	

<p>with ICB Audio and Video to provide the technology to live-stream masses from St. Vincent. ICB needs 3-5 days to complete the project and is expected finish in time for Easter.</p> <p>c. Church Renovation – Mr. Dunkley reported that the initial contract requirements will be finished this week and then the punch list items will be addressed. An individual donor has been identified to pay for some, or all, of the cost to paint the nave and sanctuary. Ms. Barrett asked about the process for color selection and approval. All improvements must be approved by the pastor; Mr. Dunkley as the architect will select colors and review them with Father Jaspers for his approval. Ms. Barrett suggested including a member of Worship Commission in the color review process, as that committee is responsible for decorating the worship spaces.</p> <p>A wall-mounted television was donated for the new gathering space and has been installed. Mr. Dunkley proposed that this new space be named for our pastor, Father Jaspers. A motion was made by Ms. Barrett and seconded by Mr. Everly. The motion was unanimously approved to name the room Jaspers Hall.</p> <p>d. PPP Loan – Several Council members voiced disapproval of the decision by the Building and Finance Commission to decline applying for a forgivable government loan under the Paycheck Protection Program (PPP). With the pandemic forcing many people to stay away from church and the resulting uncertainty of future revenues from collections, festivals, etc., the consensus was that Ms. Abele should again take up the issue with Father Jaspers and the Commission. Timing is of utmost importance as the application deadline is quickly approaching.</p> <p>e. Building and Finance – Discussion of parish finances related to the PPP loan led to a discussion of the furnace in the church. It was reported that there was no heat in church for at least two masses in the month of February. Ms. Abele reported that the furnace contractor worked on resolving the issue this week.</p> <p>f. PPC Elections – Ms. Kastner reported that Mr. Everly has agreed to serve as Vice-chair for the remainder of the year ended June 30, 2021 and to extend his term on Council for</p>	<p>Travis Everly to give PC requirements to Kathy Abele so that the computer can be ordered.</p> <p>Mark Dunkley to request painting quote for church interior and investigate signage for newly named Jaspers Hall.</p>
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<p>one year until 6/30/2022. Council is currently short one member-at-large. Parish elections were cancelled in 2020 due to the pandemic; Ms. Morency previously agreed to stay on for another year until 6/30/2021. It was agreed that Council should announce in the weekly bulletin that we are seeking applicants for Member-at-Large positions.</p> <p>g. General discussion – Council commended Mikki Dunkley, School Principal, for her professionalism in promoting the school in the marketing video airing for Catholic Schools Week and thanked her for being a champion for Catholic education. Some Council members also expressed their appreciation for the school’s letter-writing campaign to our homebound senior parishioners.</p>	<p>Jodi Kastner to write up bulletin announcement for nominations to Parish Council Member-at-large positions.</p>
<p>Agenda -- Information/Discussion</p>	<p>Action /Follow Up</p>
<p><u>III. Commissions Updates</u></p> <p><u>Athletics</u> Chris Vollman reported that they are struggling to fill spring soccer teams, especially junior high. The athletic fields need work before they can be rented out to other schools. The commission is planning a Go Fund Me campaign in March to replace fish fry and concessions revenues lost in 2020. Some other financial needs are uniforms and a new scoreboard (currently have one on loan from All Saints).</p> <p><u>Building and Finance</u> See attached report</p> <p><u>Education</u> See attached report</p> <p><u>Parish Life</u> No report</p> <p><u>Worship</u> See attached report</p>	<p>Kathy Abele to check on approval process for Go Fund Me campaign and give green light to Athletics Commission if appropriate.</p>
<p>Agenda -- Information/Discussion</p>	<p>Action /Follow Up</p>

<p>IV. <u>Adjournment</u></p> <p>Upon motion duly made, seconded, and approved, the meeting was adjourned at 8:51 p.m.</p> <p>VI. <u>Closing Prayer</u></p> <p>Father Tom Wray led the Council in a closing prayer.</p>	
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Prepared and submitted by Maria Barrett, March 8, 2021

Individual Commission Reports:

**Building & Finance Report to Parish Council
February 2021**

Financials

- Fiscal year to date revenue is trending up due to stock and one-time donations. We are currently in good cash position with the recommended 3-4 months of operating expense on hand. However, we are still projecting some deficit for the fiscal year.
- One Faith, One Hope, One Love campaign is complete and no more disbursements are expected. We received 87% of what was expected over the five year campaign.
- Rectory expenses are up due to renovation work being done, however, all the expenses are being covered by outside donors.
- School registration for 2021-22 is open and we are budgeting based on 160 enrollment. We are currently at 99 registrations, including 14 preschool. This is on par with last year. Tuition rates were not increased for 2021-22. The school principal is pleased that Fr. Dennis and the Finance Council are committed to keeping a Catholic education affordable for our families.
- PPP Loan application has been considered. The majority of Finance Council recommended to not apply. Fr. Dennis considered this and is currently keeping with the original decision from last spring to not apply for the loan.
- Loan Modification or Refinancing is being considered. We have 10 years left on the current loan. We are waiting to hear back from the bank on the options.
- 2021-22 Budget is being drafted. We are getting updated bids on repairing the large parking lot and roof inspections and recommendations for all buildings.

Building & Grounds

- Church renovation work should be completed next week with carpeting installation and painting. We will still need to move items back into the space, rehang the Stations of the Cross, and acquire some additional furnishings.
- Landscaping options for the front of Church are still being considered (grass, turf, or other).
- Livestream contract has been signed and a down payment made. We are waiting to hear from the company on the installation schedule, as well as minimum PC requirements to be able to purchase the computer for the system.

Education Commission Report

Enrollment:

- Prek-currently have 14 enrolled. (higher number than ever before. We anticipate preK will be full soon.)
- Kindergarten has 10 enrolled.
- About half of our current school families have enrolled. This is actually on-par with most years.
- As I mentioned last month, I am giving tours virtually during the school day and in person after school, Monday through Thursday. Many days have been double booked after school.
- Postcards went out to homes in 7 different zip codes. We have received some tremendous feedback on this.

Catholic Schools Week:

- I spoke at all of the masses the Sunday of Catholic Schools week to give a “state of the school” type update. The message was very well received, and from all that I have heard, very much appreciated by the parishioners.
- Channel 12 segment was a huge hit! It has received great feedback on social media and is still showing over the next couple of weekends.
- We were able to have a nice mix of faith and service-oriented activities with socially distanced fun. Father Tom was able to share his discernment story, and we were able to have the entire school population attend mass over two school masses. We asked students for donations of prepackaged snacks for the Ronald McDonald House, and Student Council collected donations for the SPCA through a superhero shirt out of uniform day. We also kicked off a new fundraiser this year, the readathon, with a “dress as your favorite book character” dress up day. Overall, it was a very good week.
- We missed the Spaghetti Dinner, but a HUGE thank you to Ferrari’s for generously hosting a dine out for our PTO!

Pandemic Update:

- I’m happy to share that we continue to be very healthy as a school.
- MUCH credit to the families who are taking our guidelines very seriously.
- Many of our kids are returning to in-person learning starting March 2nd. We are currently at under 10% that will be remote. When you consider we started at 1/3 remote at the beginning of the year, we are so thrilled to be trending downward!

- Our teachers received their 1st vaccination on February 12th , and we will receive our second on March 5th. We will not be in school that day. It hasn't been announced, but it will be a remote learning day due to the number of snow days we have had.

IOWA testing:

- The window opened today, but since our trimester ends on Friday, and we only have 3 days of school next week, we will begin testing on March 8th for in person learners.
- Some remote kids will begin next week. Remote students will need to come into the building to have their test proctored, but it will be done in a socially distanced manner and not with the general classroom population.

WORSHIP COMMISSION REPORT FOR PARISH COUNCIL

Prepared 02/24/2021

Worship Commission Meeting date: n/a

The February meeting of the St. Vincent Ferrer Worship Commission was postponed until Wednesday, March 10 due to weather. A few updates on Lenten activities:

1. The 7pm Ash Wednesday mass was well attended with about 125 people. The morning masses at 8:20 and 10:00 were school masses and no headcount was available.
2. Brian Caperton is leading Stations of the Cross at 7pm every Friday during Lent.
3. As another opportunity for Lenten prayer and reflection, Brian has earmarked Tuesday evenings in March for adoration and benediction in the church. He will set up the Sacrament for adoration, leave to teach RCIA, and then return to lead benediction. This assumes we can find 1-2 volunteers each week to be present in the church while he is at RCIA.
4. The Lenten book study based on Trent Horn's book Why We're Catholic has over 100 participants from St. Vincent and All Saints. The platform being used is Zoom, with the capability to break into small groups for discussion. The technology has been working very well.