

The St. Vincent Ferrer Parish
Parish Pastoral Council Meeting Minutes
May 15, 2019

Council Members Present	Council Members Not Present	Clergy and Guests Present
Father Dennis Jaspers, Pastor Terry Callan, Chairperson Jack Schwein, Vice Chairperson Mark Dunkley, Member-at-Large and Festival Commission Julie Morency, Member-at-Large Commission Representatives: Lisa Samson, Athletics Commission Denny Connor, Building & Finance Michael Beiting, Education Chris Homan, Parish Life Susan Aloisio, Worship Elaine Rairden, Recording Secretary	Travis Everly, Member-at-Large Jodi Kastner, Member-at-Large Bill Mountel, Parish Life Commission	Aaron Hess, Pastoral Intern

Agenda -- Information/Discussion	Action/Follow Up
<p>I. Opening Procedures The regular meeting of the St. Vincent Ferrer Parish Pastoral Council (Council) held on May 15, 2019, was opened with a prayer led by Father Dennis Jaspers at 7:00 pm. The minutes of the April 24, 2019, meeting, which were distributed electronically to the Council prior to this meeting, were unanimously approved and posted to the parish website.</p>	

Agenda -- Information/Discussion	Action/Follow Up
<p>Announcements</p> <p>Mr. Callan advised he had several announcements to make before the Council considers the agenda for the meeting.</p> <p>A. <u>Jim McCormick, Director of Worship and Music</u></p> <p>Mr. Callan reported that Mr. McCormick has submitted his written advice he will retire after the celebration liturgy for the 50th anniversary on October 20, 2019. Mr. McCormick has served in the parish in this capacity for over 28 years.</p> <p>B. <u>The Amazing Parish Conference</u></p> <p>Mr. Callan advised that he, Father Jaspers and Denny Connor, along with representatives from All Saints Parish, attended the three-day Amazing Parish Conference from May 13 through 15, 2019. He stated that Father Tom Wray joined their group for about half of the conference. The central purpose was to encourage pastors to form a Parish Leadership Team, and much of discussion was devoted to what such a team is, how it needs to interact and what the team does. Mr. Callan reported that the St. Vincent/All Saints group devoted its attention to how to function as a pastoral region, including the possibility of establishing a pastoral regional leadership team. Each parish would form its own leadership team of four to seven members who would assist the pastor. The parish team would select members to form a pastoral region leadership team. The parish teams could meet weekly and the pastoral region team could meet monthly.</p> <p>Mr. Connor reported there are three major areas of focus under which the leadership teams will work: <u>Prayer, Teamwork and Discipleship</u>. He stated that every topic discussed by their group during the three-day conference was centered on the idea of a pastoral region. They discerned how the Amazing Parish concept applies to the St. Vincent/All Saints pastoral region. Mr. Connor affirmed that the representatives from All Saints parish who participated in the conference are just as committed to a successful collaboration for the pastoral region as is this Council.</p>	<p>Noted that the Council discussion of the Amazing Parish Conference covers agenda item II. D. Ways of developing the all Saints–St. Vincent Ferrer pastoral region.</p>

Agenda -- Information/Discussion	Action/Follow Up
<p>Announcements</p> <p>B. <u>The Amazing Parish Conference</u> (continued) Father Jaspers advised that Archbishop Schnurr has assigned Father Tom Wray to him. Father Wray is currently serving part-time as the chaplain for Bethesda North Hospital. He stated that also one of the priests to be ordained on May 18, 2019, will be assigned as Parochial Vicar at St. Vincent/All Saints. Father Jaspers advised that he plans to work with Father Wray on the pastoral region. Mr. Callan stated that it is not totally clear how the structure and the responsibilities of the parish and regional leadership teams will develop over time. The leadership team will not take the place of the parish pastoral council, particularly as the members of the leadership team will be selected by the pastor based on their ability to assist the pastor in his responsibilities. Members selected for the regional leadership team will hold their first meeting on June 19, 2019.</p> <p>C. <u>June 19, 2019, Council Meeting</u> Mr. Callan referred to the notice that the final Council meeting for the year is scheduled for Wednesday, June 19, 2019, at 6:00 pm in Hamilton Hall. Following tradition for the last meeting, the Council will have a potluck dinner. He confirmed that he and Mrs. Callan will provide the food and service set up for the dinner. He requested that the women Council members provide desserts and the men provide the drinks.</p> <p>II. Items to be Discussed</p> <p>A. <u>Celebrating the 50th anniversary of the church dedication on October 20, 2019, with Archbishop Schnurr</u></p> <p>1. <u>Progress report on fundraising for church renovation</u> Mr. Callan referred to the Building and Finance Commission report which was previously distributed to the Council. Two contracts have been signed for the renovation, the repair of the kneelers and the installation of LED lights. The work on the kneelers will begin on June 10, 2019 and be completed on or before July 31, 2019. The installation of the LED lights will also begin on June 10, 2019 and be completed by June 30, 2019.</p>	

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<p>Mr. Connor advised the amount pledged to date for the 50th anniversary renovation is \$139,500, of which nearly \$105,564 has already been received. Mr. Connor advised that the lighting project is not part of the renovation work but will be a capital improvement expense under the 2018-2019 fiscal year budget. There was consensus that a notice will be placed in the Sunday bulletin to thank all the people who have donated to the 50th Campaign and to highlight that the pledges received will pay for all three phases of the renovation work to repair the kneelers, refurbish the bathrooms and replace the carpet. The notice will also highlight that because of their generosity, only about \$30,000 more is needed to accomplish the final goal of the renovation, that is, to construct a gathering space at the front of the church.</p> <p>2. <u>Progress report from ad hoc committee to plan the celebration</u> Ms. Homan advised there was nothing to report from the ad hoc celebration committee as the committee was not able to meet.</p> <p>B. <u>Approval of the 2019-2020 Budget</u> Mr. Callan referred to the budget which was distributed to the Council prior to the meeting and which had been approved by the Finance Commission and Father Jaspers. He stated that the budget is based on a projected school enrollment of 160 students. The Finance Commission determined that a separate capital improvement budget would not be prepared, and any capital expenditure will be done as needed and as funds allow. The capital expenditure line item in the 2018-2019 budget is \$113,260. This amount fluctuates from year to year depending on the cash reserve. Mr. Connor stated that the 2019-2020 budget is in balance. He announced that there is \$250,000 in reserve.</p> <p>C. <u>Initiatives to increase parish membership/appeal to youth</u> Mr. Callan referred to the previous Council discussions regarding this agenda item.</p> <p>1. Videotaping masses and other liturgies. Consider installing a programable video streaming system for the purpose of uploading them to the parish website. Mr. Callan spoke to the All Saints staff member who created their parish website and who maintains the site. She advised that their cost for equipment and installation was \$5,000 and</p>	<p>The Council unanimously approved that 2019-2020 budget.</p>

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<p>approximately \$150 a month fee for the streaming service. Mr. Callan reported there are two companies that do this work, StreamSpot, used by All Saints and Live Stream, used by Saint Savior.</p> <p>2. Collaborating with All Saints to improve the St. Vincent Ferrer Website. There was discussion that there currently is no one designated to manage the parish website. The website is hosted by LetItShine and they are available for major edits or a redesign to the site. Currently, Josette Hudek maintains the parish site, uploading new information as needed and making enhancements. Bringing this work in-house 3-4 years ago has saved the parish thousands of dollars each year. There was consensus that outside assistance is needed to upgrade the site. Mr. Callan will contact the All Saints website manager for assistance or possible referral to a professional website designer.</p> <p>3. Outreach to youth. Mr. Callan stated that Jeff Rosfeld also attended the Amazing Parish conference which provided many opportunities to discuss his efforts to reach out to the youth of St. Vincent Ferrer. He continues to encourage the students in the seventh and eighth grades to attend the youth group Sunday meetings at All Saints. Mr. Hess reported he also encourages the junior high school students during his sessions that they attend the youth group meetings.</p>	<p>Father Jaspers will arrange with the All Saints website staff manager to contact the StreamSpot regarding installing a streaming videotaping system at St. Vincent Ferrer.</p>
<p>III Announcements Next Council meeting with potluck dinner is Wednesday, June 19, 2019, at 6:00 pm, in Hamilton Hall.</p> <p>IV. Adjournment The meeting of the Council was adjourned at 8:00 pm.</p> <p>V. Closing Prayer The Council recited the Glory Be together.</p>	

Prepared by Elaine Rairden

PCC min SVF May 2019

Commission reports 5/15/19

Building and Finance

Financial Reports for April were not available, because the meeting needed to be moved up to accommodate scheduling conflicts.

50th Birthday Projects

- Campaign fundraising updates were given. As of 5/1/19, \$134,311.51 pledged and \$105,564.19 received.
- We discussed the idea of displaying the names of donors who have contributed as a way of acknowledging them. After discussion, it was decided to NOT display the names.
- Kneeler/Pew Contract – work to begin June 10, 2019.
- Mark has 1 bid on the bathrooms and has 2 other contractors scheduled to look at the work and give bids. The tentative plan is to do one bathroom at a time, using the other bathroom as a unisex bathroom (with modifications) until both bathrooms are complete.
- Mark has a bid from Carpetland for the carpeting. Decisions need to be made on any changes to the altar area (baptism font removal, tabernacle and presider chair movement) before carpeting can be installed. Fr. Jaspers and Mark will meet with Fr. Ryan Ruiz to discuss the appropriate changes that can be made to the altar area per worship guidelines.

Church Lighting

- B&F members discussed the LED light proposal (\$43,990) for the church interior and reviewed the photometric report and fixture specifications supplied by PRO Lighting & Solar.
- Mark Dunkley shared a preliminary bid from Haywood LLC for \$42,252.45.
- B&F members and Fr. Jaspers agreed to accept the PRO Lighting & Solar proposal. This project will be funded from the One Faith, One Hope, One Love rebate received this fiscal year which was \$41,596 more than budgeted and Capital Improvement funds that were earmarked for church improvements.

Other Issues

- Parish Center & School Tuck Pointing Contract – work began May 2
- Church Roof leaks – being investigated by Dalton
- MSD Sewer Backup – claims being made through insurance and MSD

Worship

The new Worship Commission representative to Parish Council will be Maria Barrett.