

Parish Council Meeting Minutes

May 10, 2017

Note: Next Meeting – June 28, 2017 – 6:00 PM in Library

Members Present: Antonio Tranquillino, Diane Nagle, Fr. Ryszard, Giselle Bawab, Jack Semanko, Jane Moore, John Ingraham, Peggy Dotson, Rigo Salazar, Sheila Dunn, and Sandy Gemach. Parishioners in attendance: Rita Canfield. Member excused: Deacon Bob McGahran, Neil Nucci, Marie Frost.

Fr. Ryszard opened the meeting at 6:00 PM with a prayer. Meeting minutes from March 29, 2017 were approved and will be posted to the web site.

Finance Council and facilities:

The air conditioning unit has been replaced. Sandy mentioned that it is still quite hot in the choir area. **Action:** Pat McLaughlin is the key individual to control the atmosphere during mass times; Sandy will follow up with Pat.

Bishop's Annual Appeal: We are still \$13,000 short of our goal. **Action:** The Finance Committee will meet in the middle of June and at that time a decision will be made about any Parish contribution to the BAA.

The Contata raised \$287 in good will offerings and the expense of the food for the reception was \$347. There is no balance to be attributed to either the music fund or the general fund. **Action:** For future receptions, servers will assist in plating the food to help manage portions.

Jack explained the budget process. We use an annual not a cumulative budget; if leftover funds, these return to the general fund for reassignment in another budget year. The accounting system required for use by the Diocese is outdated and yields budget forms that are not user friendly. When items are listed with a negative in front of the number, this means there is money that can be spent for that line item once agreed to by Bob Hack and/or Rusty Joy.

Discussion was held on the budget line items for our parish vision. The Finance Council meets in the middle of June and will be reviewing the budget for all the items noted below:

- Kitchen remodel – no monetary line item assigned now; this will be a two-phase approach; minor repairs early and then major renovations once Loaves and Fishes has relocated to the current office building
- Classroom expansion – no monetary line item assigned as this time; Diane stated they are making do despite being down four classrooms.
- Resurfacing the parking lots – no monetary line item assigned now.
- Replacement of sanctuary lights – no monetary line item assigned now
- New office building – it is estimated the cost will be \$1,000,000 and we need 50% of that money before we can begin planning and to hire an architect. We need to work with Diocese to obtain approval of any architectural firm. We should have a performance bond to hire a builder. Architectural meetings will be held in advance of construction with all ministries impacted by any construction.

Hispanic Update:

Many thanks to our Hispanic community and S Mary Teresa for another successful Mexican Festival. Everything was set up very well and an enjoyable time was had by all who attended. The festival grossed \$57,000 and will allow two additional payments to be made on our church loan.

Parish Committee reports:

Giselle reported that space has been gained for Creative Spirits. In addition, a member of that ministry will purchase one cabinet for the classroom to supplement the space needed for their supplies and created work.

Vision Group –

John reported that with the help from Hispanic community and a few parishioners, the garden has been planted and looks very nice. The Franciscan Associates are taking turns monitoring the garden for weeds and when crops are ready for harvesting.

Jane had submitted a written report for the Healthcare Committee and key points are presented in these minutes. Victoria Bellamy, our Novant Health contact has assumed a new position at ATMC and we await the name of her replacement. Women's health concerns were a #1 concern in a recent questionnaire to our Hispanic Community; we are holding a women's health education session in Brendan Hall on Thursday, June 1 from 6 to 8 pm. S Mary Teresa will advertise this with the Hispanic women to ensure an appropriate turnout for this session. We will schedule the Novant Mobile Mammography van at St. Brendan Church during the month of October (*Breast Care Awareness month*). Planning is underway for a Resource Fair to be held on a Sunday morning to inform parishioners of all the resources available from the Brunswick Senior Resource Center and other health partners in our area, once we have acceptable legal language for the Diocesan attorney will continue to plan regular health screenings with Novant Health and other healthcare partners. Healthcare Wellness 'bulletin corner' will contain information at least twice a month on health and wellness related issues.

At the meeting, Peggy and Sheila provided additional information in response to questions. Giselle said her daughter, Jennifer, works at CommWell Health and they would be interested in being involved in this committee and wellness care for our parish; **Action:** Jane will provide email contact to Giselle for Rosemary O'Connell who chairs the clinical subcommittee for this group.

Parish Awareness – General:

Discussion was held about a calendar for all Hispanic events (Baptisms, Quince eras, weddings etc.) **Action:** In the fall, Sandy will be meeting with selected ministry leaders to ensure information flow and perhaps a unified church calendar will be created to that all in our ministries understand what is taking place on any given week in our church facilities.

A discussion was held about our current bulletin and the consideration of expanding the size. Rusty Joy is currently the person in charge of creating our bulletin and all council or other ministry suggestions should be directed to Rusty.

The web site seems to be working well. A question was asked as to when all ministries would be added to the web site. **Action:** Jane will follow up with S Rosanne and Chuck Fitzgerald about this work in progress.

Faith Formation Update –

Children's Faith Formation

- Many thanks were extended to Diane and Tom and all the teachers and to S Mary Teresa for a beautiful First Holy Communion. Discussion was held about which Mass to use next year. Consideration will be given to either 5 pm on Saturday or 11 am on Sunday so that more of the parishioners can witness this beautiful event. Father Ryszard was congratulated for this mass which involved the children up on the altar to see what was going on at Mass.

Confirmation

- Many thanks were extended to Peggy for a beautiful mass. Thanks also to Father Ryszard. Many positive comments have been made about this event.

The picture of all the confirmation children was a bonus and consideration will be given to continuing these pictures for both confirmation and first communion. We may want to consider a photo gallery at the church to highlight some of our events.

Music Program –

A mini-sound workshop will be held on May 22 from 6 to 8 pm. The deacons and father are invited to attend this as well. Leaders of all involved groups will be in touch with the people in the various ministries to attend this event. It has been determined that no new equipment is needed; just training and a refresher as to how to use the microphone when addressing the congregation.

A discussion was held about the hearing assisted devices and suggestions have been made to include involving the ushers in distributing these units. Action: Sandy will be in touch with Jack Dambaugh who leads the usher ministry. Once a decision is made, a poster will be made for the Gathering Space to announce the availability of these devices and how to get them (for visitors who do not know how to retrieve these devices).

The new hymnals will be purchased in the 3-4 qtr. of 2017. **Action:** Annie Troutman will lead the initiative for promoting memorial stickers in the front of many hymnals. Cost will be \$25 per hymnal.

Council information –

Sandy and Giselle reminded everyone of the dinner planned for June 4 at Angelo's in Shallotte. If you have not placed your food order, please contact either Marie or Giselle.

Comments –

Father extended his thanks to Diane and Tom (faith formation), Peggy (confirmation) and S Mary Teresa and to the Mexican Festival Committee, and to Jack for his work on the BAA.

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Father Ryszard concluded meeting at 7:40 PM with a prayer.

Respectfully submitted by Jane Moore, Recording Secretary