

Parish Council Meeting Minutes
June 28, 2017

Attendees:

Sandy Gemach (Chair), Fr. Ryszard, Antonio Tranquillino, Deacon Bob McGahran, Diane Nagle, Giselle Bawab, Jack Semanko, John Ingraham, Marie Frost, Rigo Salazar, Neil Nucci, Sheila Dunn, and Peggy Dotson. Member excused: Jane More/ Parishioner Rita Canfield.

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

Holy Water Font at the Bell Tower entrance:

This topic was discussed by the Council in the past and it was decided not to locate a Holy Water Font at the Bell Tower entrance – the baptismal font is the main source for Holy Water.

Financial Report:

- Year-end financials complete with parish in sound shape. Final budget for 7/2017 to 7/2018 will be approved in next weeks for submission to Diocese for final approval.
- BAA complete and we met our goal.
- Quote obtained for fixing the movable wall between the large conference room in Brendan Hall for faith formation classes (\$5K).
 - Other competitive quotes will be obtained.
 - Expect repair will be complete by September.
- Purchase of new hymnals has been approved in budget.
 - Annie will coordinate development and selling of sponsor labels for the new books to offset the cost. More details will be provided, as they are available.
- Three AC units (vintage 1994) have identified as needing replacement in the near future.
 - \$27K put in budget to cover cost.
- Sealing the parking lot and painting fire lanes identified as next project.
 - \$15K placed in budget w/ sealing of courtyard as an additional \$2K.
 - Need signs to be made to alert parishioners they will be towed away if they park in fire lanes.
- Still investigating upgrading lights in the church - \$35K set aside in budget.
- Four new receivers to be purchased (\$2,160) due to FCC frequency change.
- Upgrade to the kitchen has been approved with up to \$20K set aside in budget.

- Father will appoint individuals to work with various parishioners who use the kitchen to make recommendations.
- Debt for Parish will be paid off by end of September 2017.
 - Discussion ensued on how to best announce this accomplishment and savings to the parish; opened debate about how we can tie in a review of the Vision Plan for the parish and the paying down of debt to support the other Vision objectives.
 - Suggestion to have a parish celebration (within reason) and announcements at Mass, in Bulletin and on the website.
 - Suggestion made to have a 'pot luck' dinner with music on a Sunday afternoon in September.
- Bulletin expansion approved and will now include four extra pages.
 - Jane & Sister Rosanne will work w/ Rusty; expect will be ready for Sept./ October 2017.
 - No more flyers or inserts (except Diocese BAA documents) will be used.
 - Cost is an additional \$240/mo. but anticipate this will be offset by reduction in our coping costs.
 - All announcements and data will need to be submitted to Rusty two weeks in advance of the publishing date for the information.
- Father discussed the surplus of money in the Loaves & Fishes budget (\$96K currently) with the annual collection running at \$12K/ quarter.
 - Suggested this ministry does not need the full four collections going forward to sustain the L&F ministry.
 - Suggested the collection could be used to also support other ministries in the parish.
 - Recommended beginning October 2017, 50% of the collected money go to L&F and 50% to a general budget for St. Brendan ministries.
 - Allows flexibility to use the money as needed across multiple ministries, including L&F should the budget require more support.
 - Change will be announced to the L&F volunteers and parish community.
 - ACTION: Verbal agreement from the committee obtained.
- Jack noted the Code of Canon Law #537 requires that all fund raising activities for the Parish must be approved by the Financial Council, as instructed from the Diocese. Exception is the KOC activities.
 - Annual craft show – already approved
 - Annual Mexican festival – already approved
 - All expenditures over \$500 must be coordinated with Rusty prior to ordering.
 - Due to audit concerns, all shipments of materials, supplies, programs etc. must be sent to the Parish office and NOT any parishioner's home.

Hispanic Community Report:

- Rigo announced there is a growing group that is conducting bible studies in their homes and another group that is meeting at St. Brendan's Mondays and Friday evenings.
- Hispanic retreat in the planning phase for Friday – Sunday, October 13, 14 and 15.
 - Have engaged a speaker from Mexico and will need funds to support his travel. Anticipate cost will be approx. \$4 -5,000.
- Antonio suggested the Hispanic community needs a more involved 'music ministry' to encourage more participation in planned events and programs.
 - Suggestion to hire a trained Choral and/or Band Director/ instructor.
 - Sandy suggested a 'work-shop' type approach that would bring an outside trainer / musical director to work with the Hispanic band and choir. Could become an annual event.
 - Suggested start by investigating other Hispanic parishes in diocese and the Diocese Hispanic Ministry services group.
 - P. Dotson to reach out to Raleigh to investigate if resources are available.

Faith Formation Report:

- Diane reported that the end-of-the year faith formation breakfast was a great success and attended by 140 children.
- Faith Formation will resume starting October 1st.
- Requested to have the children's choir sing at the first Sunday 11am Mass to coordinate with the faith formation children's Mass.
- Sandy will begin the Kid's choir in October and is planning a December Mass for them to sing, and First Holy Communion Mass for them to sing this Choir season.
- P. Dotson reported she and Sister Mary Teresa are planning a 'parent/ student' sign up day sometime for September for all confirmation candidates.
- Confirmation date this year has been delegated to the Parishes therefore we can select our Parish date.
 - Sandy, Father and Peggy will coordinate a date for early May.

Music Program Report:

- Sound workshop training was conducted with lectors, singers and people who make announcement on how to best utilize our sound system.
- J. Mullen, Sandy and Sister Roseanne are meeting July 10th to discuss the organization of the Cantata for 2018.
 - Plan to conduct on Palm Sunday with a new Lenten musical cantata.

- Sandy presented a potential fund raising event with singer Emmet Cahill – Celtic Thunder.
 - Agent handles all promotion, notices, logistics, etc.
 - Suggested we consider a January – May 2019 timeframe.
 - To cover the singer’s costs, event would require selling 133 tickets @ \$30/ each; remaining ticket sales would be profit for parish.

- ACTION: Council discussed and suggested this may be a potential option for a 2018 fund raising, after obtaining a bit more information and background.

General:

- [J. Carpenella](#) has developed sign to denote ‘hearing aid transmitters are available’ for posting in back of church.

- Discussion about shortage of hosts during last Sunday Mass and the difficulty in predicting the number of ‘summer’ vacationers that will attend Mass.

- Diane, Sandy and Father will be working on organizing the coming together of all St. Brendan Ministries. This gathering will allow us to see what all ministries are doing and hopefully will be able to plan a full calendar of events for all to be aware of...

- [Chuck](#) who has been acting as our Webmaster is leaving. The KOC will handle finding a replacement person to be the parish webmaster.

Meeting concluded at 7:30pm w/ a prayer from Father.

Next Meeting: July 19th 6pm.