

## PARISH COUNCIL MEETING

**Monday, May 15, 2017      7:00 – 8:00 PM      Parish Hall**

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Present: Fr. Clement, Fr. Paul, Deacon Axel, Lynn Amaty, Debbie Depta, Jean Edwards, Tita Gontang, Sharon Hamblin, Rose Marie Hart, Fred Silva, Tony Terracciano, Joe Woodhead, Matt Zoller

Absent: Deacon Jim, Barbara Reed, Claudia Alcantara

Guests: Newly elected members for 2017-18 Tonie Holodick, Joe Lynch, and Jessica Selba. Joanne Terracciano was recognized and thanked for bringing her husband to the meeting.

Opening Prayer: Fred Silva

Minutes for March: Approved as submitted. No meeting was held in April.

### THANKS to:

- Outgoing members Rose Marie Hart (3 years) and Sharon Hamblin (6 years) for their excellent service on the Council.
- Rose Marie for leading the Council in the Lenten Stations on March 31
- Those who helped with the Lenten Community service and luncheon on April 5; it was a huge success with well over 100 community folks in attendance. Jean encouraged the Council to coordinate this next year or at the least support our parish in hosting it.

Capital Campaign Update: The Wilmington Diocese is helping the parish assess its readiness to build a new Parish Office and Rectory through its Development Director, Deborah Fols. She will be conducting an 'affordability study' (interviews of some parishioners during May and early June) and two focus groups (open meetings). The first focus group will be held on May 18th at 7 in the Hall; the second on Sunday June 4 after the 10 Mass.

Many thoughtful questions/comments were asked about the campaign including the hope that Fr. Clement would be in the parish through the completion of construction. Fr. Clement clarified:

- The current 'building fund' envelope is for existing building maintenance but the funds are currently being set aside for the new building.
- All funds collected in our upcoming campaign for the new building will REMAIN in the parish.

### **OLD BUSINESS:**

Nominating Committee Report -Election Results: Matthew Zoller

Matthew reported that **Tonie Holodick, Joe Lynch and Jessica Selba** were elected from the 5 nominated candidates. 465 signed ballots were returned which is a significant increase from the less than 300 last year. It was felt this was due to the efforts of our priests and deacons in asking parishioners to complete their ballots during Mass.

NOTE: There were a number of unsigned and absentee ballots; per our process these could not be counted. Also the vote was extremely close and it called into question the need for a process in the event of a 'tie'. This needs to be clarified in our bylaws.

### PASTOR UPDATE:

Fr. Clement thanked Jean Edwards for the last 2 years of service as Executive Officer of the Parish Council as well as for her leadership in working with the ministries in many parish projects. Father also thanked Sharon Hamblin & Rose Marie Hart for their service on the Council.

A warm welcome was extended to the (3) three new newly elected members: Tonie Holodick, Joe Lynch & Jessica Selba; their terms will begin in June and are (3) three year terms. Presentation of these new members will be on

June 11th – at 10 Mass. To augment the new Council, Fr. Clement announced that he has made two appointments: Fred Silva - who will remain on the Council to continue as the liaison to the Master Planning Committee and Claudia Alcantara, who will continue as representative of the Hispanic Community.

There will be an orientation for new members on June 19, 2017. Barbara Reed has agreed to conduct this presentation. Father Clement requests that all council members attend.

#### Ministry Updates:

- OUTREACH Report: Fred Silva: no new registrations at this time.
- MARRIAGE ENCOUNTER: Sept Presentation has been added to the calendar.
- USHER Presentation: Some masses were missed due to a scheduling mishap; (good idea to send reminders to each Ministry at the beginning of the month). This newly organized Usher Ministry is doing an excellent job at all Masses!
- HISPANIC/ENGLISH Mass and Dinner – A new committee (Matthew, Jessica Selba, Claudia and Jean) has been formed to determine interest level for another dinner. First meeting date TBD.
- YOUTH - Michele has asked for help with a FALL games night but there is also discussion about the Youth holding more Sunday breakfasts, like they did for Mothers' Day. Jean and Matt to follow up with Michele.
- PASTORAL CARE: This ministry is doing a great job with about 40 active members. Next Anointing Mass is set for June 10th at 11.

#### **NEW BUSINESS:**

Call for Nominations AND Elections of Officers: As Fr. Clement called for elections, he reminded us that serving on the Council is a ministry that we undertake as a member of a TEAM with the clergy and parish staff. It requires participation and involvement during and between meetings.

**Tita Gontang** was elected as Executive Officer and **Jean Edwards** as Secretary; Jean accepted this as a "temporary" position to be revisited in six months, holding an election in January.

#### Executive Officer Annual Report:

Jean Edwards – see attached report

Among other recommendations, Jean strongly recommended that the Council develop a protocol to deal with planned and unplanned guests at a Council meeting.

#### Upcoming Parish Events – check the Parish Calendar on the web under EVENTS

- First Focus group/CCC Thursday May 18 – 7 PM – PLEASE COME
- May Ministry Presentation Knights of Columbus 3rd Weekend
- Second Focus Grp Sunday, June 4 following 10 AM Mass
- Anointing Mass Saturday, June 10 at 11 AM – reception to follow, hosted by Pastoral Care
- Presentation of new members Sunday, June 11 – 10 AM Mass

Next Meeting: Monday, June 19, 2017

Orientation of new Council members

Closing Prayer: Deacon Axel

Respectfully submitted:

Lynn Amaty, Acting Secretary

05/16/17

## Executive Officer Annual Report for 2016-2017

May 15, 2017 – Jean Edwards

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Diocesan guidelines state: The role of the PC is to

- help the pastor identify pastoral needs in the parish,
- help him plan pastoral programs and improve pastoral services,
- evaluate the effectiveness of existing programs and services with a view to their improvement, or, at times, their substitution or termination.

### How'd we do this past year - WE

- supported Fr. Clement's work with renewing/reorganizing Ministries: Ushers/Hall/Music
- participated in the newly formed MPC's request to conduct a needs assessment in relation to a new Office and Rectory
- Increased Ministry Presentations– full calendar and overflowing!
- coordinated and worked two Chicken BBQs
- maintained the Ministry booklets – giving to new registrants
- Improved Website with pictures AND new pictorial history
- Maintained a good nomination process
- Re-visited the by-laws and made recommendations
- Put up/took down the outdoors Christmas Crèche
- Initiated a Library
- Continued Outreach
- Hired artist to finish Fr. George's hall painting
- Attended meetings regularly – even clergy
- completed special activities –
  - Stations
  - Council presentations at all Masses
  - Christmas party
  - CCD Christmas gifts/classroom visits
  - Lenten Community Service

Notes for the next year -

- ✓ Council needs a protocol for welcoming guests while maintaining our set agenda
- ✓ Liaison relationship with ministries may need an overhaul -- how many did we actually visit? Do we need to consider a new process – perhaps during strategic planning
- ✓ REFOCUS our emphasis on
  - Our YOUTH and
  - IMPROVED integration of our English, Hispanic and Haitian communities
  - Support the MPC and CCC in the building campaign
  - Identify what events the Council should/will lead next year: Eng/Hisp Mass/Dinner?, BBQs?, Lenten Service?, Youth's games night? other

