

PARISH PASTORAL COUNCIL MINUTES - AUGUST 2, 2018

Present: Fr. Chris Hess Principal Billie Schneider Recorder Jean Malcolm
 Chair Ed Balaban Vice Chair Judy Smith Kathy Carnell
 Jean Blackburn Teresa Ingle Lin Ramsey
 Barry Staubus Rose Marie Burriss

Excused: Jim Yencha Guest: Rosie Mansfield

The meeting opened with a prayer led by Fr. Chris.

Barry Staubus made a motion to approve the minutes of the July meeting, Judy Smith seconded the motion and the minutes were approved. **see note at end of minutes*

PPC upcoming election:

- Chris Neal will make an announcement at masses this weekend about upcoming nominations.
- August 11/12 Nominations at a table in the commons before/after mass. Volunteers at the tables 30 minutes before mass and immediately after mass.
- Ask for as much information as possible on the nominations ballot, including email/phone.
- Can nominate up to 3 people, can nominate yourself, the qualifications for those nominating are the same as for those who can serve on the PPC.
- Place the ballots in the envelope and place on Rosie's desk.
- August 12th, Ed, Lin, Judy will meet at 3:00 in the office to summarize the list of nominees.
- Elections: Sept 8/9, at the end of each mass, set up for the next mass with voting ballots and pencils. Place the ballots and the pencils in the Sacristy for Jean B. for the Spanish mass.
- Sept 9, Ed, Jim, Judy, Billie to count votes at 3:00, in the office, should take 1½ hours.
- Even if someone turned down a PPC position in the past, feel free to nominate them again.

Setup New Directory Committee:

- Folks on the PPC need to reach out to the parishioners to see if anyone would like to serve on a committee for the new directory. Kathy will ask Clare Branch if she would like to help again.
- Would like 4/5 people to serve, especially those with IT experience.
- Need to determine what needs to be done or has been done.
- Perhaps photos can be taken in the spring to have it completed by the summer.
- This will be a challenge for the 2018/2019 board.

Finance Meeting assignments:

- A PPC member needs to attend/listen/summarize finance meetings for the PPC.
- Assignments through the end of 2018:
 - 9-6-2018 ("August" mtg.) - Barry S. 10-25-2018 – Jean B.
 - 9-27-2018 – Lin R. 11-29-2018 – Rose Marie B.
 - 1-3-2019:– "Dec." mtg.; no volunteer yet

PPC person assigned to attend Evangelization Committee, headed by Sydney Farnum:

- Usually meets 3rd Wednesday of each month, 3p-4:30p 4:30 at the St. Vincent de Paul Center; however due to Holy Day Mass on August 15, will meet at 1:15p.

***see note at end of minutes*

- They have requested member of PPC attend their meetings for Training that they are doing on Evangelization (training should take place at the next few monthly meetings of the Committee).
- Lin Ramsey volunteered to attend the trainings/meetings.

Finance Meeting, last Thursday, Kathy's report:

Deacon Steve reviewed the fiscal year-end budget and reported that:

- Revenue is down but so are the expenses.
- The remaining debt is \$91,00 and will be paid off by December.
- \$211,713 was paid down in the last fiscal year.
- No extra money was provided to the school in this last fiscal year.
- Bingo income target was hit, though they need more volunteers.
- Cash on hand was \$29,00 at the end of June, \$7,000 at the end of July, Fr. Chris mentioned that we received a \$15,000 Parish Share check from the 2018 Annual Diocesan Appeal.
- The number of families has dropped by 8%.

Open Forum (Property):

- Rose Marie and Teresa brought up concerns about the property: landscaping, repairs or renovations that should be looked at for our entrance areas. There was discussion by Council of what might be looked into to be done in the future. Jean asked if we had a gardener. (Currently we contract the mowing service and our custodial staff is responsible for the other grounds-keeping needs.) Barry suggested a work day. Parishioners can bring roundup, mulch, weed eaters, etc. It can occur quarterly and would be a day of fellowship. Teresa mentioned we could also consider having food for the volunteers
- There are some things volunteers cannot do, as the Diocese requires some renovations/repairs be done by insured/licensed individuals.
- Since Finance Council is focusing on paying off the Debt by year end, some items have to be delayed until funds are available. Rose Marie stated some individuals may be interested in making donations for particular projects. Ed stated that if anyone has offered to pay for some of these items, they should contact Fr. Chris and schedule an appointment with him to discuss their ideas. Also, the parish budget may have some funds budgeted for some of these items.

Open Forum (Newcomers'/Welcoming):

- Judy mentioned that people tell her that they didn't feel welcome when they first came to St. Anne's. She is in need of people for the committee. Jean B. volunteered to join the committee.
- We are in need of more volunteers to serve as "Greeters". Perhaps the current greeters could recruit new members to the group.
- There used to be get-togethers, buddy system etc. for new parishioners but interest died down. Also, some get-togethers were planned but then Fr. Kevin left and then Fr. Nicholas left.
- Other suggestions were made such as: coffee/donuts after mass in the Great Room every quarter, welcoming visitors/newcomers in an oral announcement before Mass; inviting guests/newcomers to stand before Mass begins, saying a special prayer before Mass; inviting congregation to greet one another before Mass begins, etc.
- Fr. Chris mentioned that at a seminar in Richmond, the presenters had done surveys which indicated having people stand to be recognized before Mass could do more harm than good and they recommended against doing this.
- You can welcome them at the beginning of mass without asking them to stand.

- Barry stated he enjoys reading Fr. Chris' comments in the bulletin. Fr. Chris plans to continue this practice. It was suggested to put in the bulletin that we welcome our visitors and to let us know if you would like to join our church, also, we should involve new parishioners, asking how things were done in their previous church.
- It was recommended that Fr. Chris ask to be added back in the newspaper Saturday column rotation. It would provide a connection to the greater community.
- Reach out to home school families.
- Barry mentioned that Fr. Tim used to do adult education sessions for the parish. It was an opportunity to interact with other parishioners. Fr. Chris said he had some topics planned for his previous parishes and perhaps could work those into our parish calendar this year.

Election of Chair and Vice-Chair for 2018/2019 PPC:

- Ed, Judy and Kathy are completing their terms on PPC with this meeting. Ed asked Council if they wanted to elect the new Chair/Vice Chair now or when the new Council meets next month. It was agreed to wait and do this at the beginning of the next meeting.

****see note at end of minutes*

Fr. Chris' comments:

- Fr. Chris said he has had a good first few weeks. He's glad to see how smoothly the parish operates and he feels that St. Anne's is a welcoming community, although there is always the need for improvement in this regard.
- After the discussion last month, Fr. Chris researched the topic on the enthronement of the Book of the Gospels. The Church teaches that the Liturgy of the Word and Liturgy of the Eucharist are two distinct parts of the Mass and we are fed by both. However, when the Liturgy of the Word is complete then we must shift our attention and our focus to the Liturgy of the Eucharist. The General Instruction of the Roman Missal does not state that the Book of the Gospels must be enthroned, but does state that the Book of the Gospels be carried to "the credence table or another appropriate/dignified place". The Church teaches that once the Liturgy of the Word is complete then our focus must clearly be on the Liturgy of the Eucharist, so it is therefore logical that if we do enthrone the Book of the Gospels that it should be closed.
- Fr. Chris expressed his gratitude on behalf of the parish to Ed, Kathy and Judy for their service on Pastoral Council.

Next PPC meeting:

The originally scheduled Sept. 6 & Oct. 4 meetings have combined to ONE meeting which will be held on **September 27, 2018 at 7 p.m. in the school conference room.** This will be the first meeting for the newly elected members.

fyi: additional notes from information gathered after this meeting

- * *for future meetings, reminder that the motion and second should be from voting member who was present at the meeting of the particular minutes.*
- ** *date of the Evangelization Meeting was changed to Aug. 22 at 3p*
- *** *review of the PPC Constitution and By-Laws - By-Laws state the election of Chair and Vice-Chair are to take place at the start of the first meeting after new members were elected.*