

SUBJECT: Pastoral Parish Council Meeting, October 26, 2022 at 7:00 PM, Parish Hall

1. Attendance

- a. Parish Pastoral Council: Father Ongen, Chris Francis, JoAnn Farabaugh, Chriss Miller, Patrick Kahoe, Andrew Graf, JoAnn Burghart, Jerry Byrne, Tory Bishop, Kerry Holmes
- b. Parish Committees: Julie Francis (Liturgy); Randy Carter (Community Liaison); Lauren Kahoe, Elaine Reyes (Parish Life); Jordan Graf (Youth Group); Paul Fletcher (Community Outreach)

2. Minutes

- a. The meeting was called to order at 6:50 PM¹ with an opening prayer by Father Ongen.
- b. Old Business
 - i. ParishCast: the Parish Picnic the previous weekend, being moved from the park to the Parish Hall, underscored the urgent need to get this operational so we may easily and efficiently reach the parish with updates and highlight church events; Chris Francis will meet with Mike Bibbo about getting this going.
 - ii. Parish Picnic Recap: the move from the park to the Parish Hall went smoothly; more fellowship was noticed and people were asking how they could help in parish.
 - iii. Committee Fair: November 12-13 in the Parish Hall; Kerry Holmes will be sending e-mail about event; good opportunity to get members involved; Chriss Miller reminded all that the Women's Club has a sandwich board (SB) can be used to advertise event; Women's Club member Cathy VanWassen is responsible for keeping track of SB.
 - iv. Mail/Advertising Campaign: no new information; still in design, to be put out after election; a prototype will be shared with PPC; Tory Bishop needs a product to approach apartment complexes about putting in their welcome packages.
 - v. Replacement for J.R. Sweet: Pat Kahoe is the new PPC member.
 - vi. After Christmas, PPC will address the need to update the Parish Directory in Spring 2023.
 - vii. Installation Mass: Saturday, December 3rd at 5 PM; have not received Bishop's itinerary, but we are planning a reception to follow; the Parish Life Committee Co-Chairs have been notified of this event verbally and thru e-mail; we hope Bishop will stay after Mass for reception; the Bishop expects the attendance of PPC members, church staff, and Parish Committee Members; discussion for reception is a "pot luck"; more information to follow from the Parish Life Committee.
- c. New Business
 - i. New Parish Life Co-Chairs: Lauren Kahoe and Elaine Reyes have volunteered to chair the Parish Life Committee; among other things, they will be responsible for the Parish Picnic and

¹ Due to an error by the PPC Chair, Chris Francis, the email notification of the meeting stated the start time was 6:30 PM vice the 7:00 PM noted on the parish calendar. With all attendees present, the meeting was begun before 7:00 PM.

Coffee and Donuts; the binder of previous guidelines will be transferred to them; organization of events is their primary responsibility; to begin Coffee and Donuts after Christmas; first event of Parish Life is Installation Mass (see 2.b.vii).

- ii. Lessons and Carols: scheduled for December 11 at 6:30 PM; advertise in Suffolk News Herald; Randy Carter mentioned we can ask churches to announce at their services; Jerry Byrne has heaters for the outdoor reception that follows; Randy Carter will approach Suffolk Tourism about advertising.
 - iii. Annual "One Can Can Make a Difference: Fill a Pantry" Food Drive: runs through November 20; Youth Group is sponsoring the drive this year; the plan is for the food to go the Genieve Shelter here in Suffolk; right now this is 1x/year; Helen has given up responsibility; Paul asked if Food Lion cards can be given for perishable items.
 - iv. Adult Formation: Gospel of Matthew Bible Study; begins November 29 at 6:30 PM and December 1 at 11:30AM.
 - v. Fundraising Committee: JoAnn Farabaugh announced that the Fundraising Committee will be starting a gift card drive this Saturday and Sunday (October 29 and 30); the suggestion was made to market this as a "Black Friday Gift Card" drive.
- d. Open Mic
- i. Chris Francis reiterated that Committee Chairs come to PPC meetings and and take information back to their Subcommittees
 - ii. Jordan Graf informed us that the PPC minutes have not been published for some time; Chris Francis will look into this.
 - iii. Youth Group: April 2023 will be Youth Dinner; January 21st, 2023, the Youth want to have a chili cook-off.
 - iv. Parish Calendar: the push is to get ALL events on calendar; PPC and all Parish Committees/Subcommittees need have all January to July 1st, 2023 calendar events posted by December 2022; PPC is leading this effort; one of the goals is to get the parish into rhythm.
 - v. Paul Fletcher is setting up conversation with Salvation Army about an event;
- e. Fr. Ongen
- i. Advent Reconciliation: local priests must be invited to help; Julie Francis will reach out to invite 2 priests; the date will be announced soon but will be before December 13.
 - ii. All Saints Day Mass: we have to Christianize this day again; we will start having Vigil Masses for Feast Days/Holy Days of Obligation on the evening prior, a change from previous years
 - iii. Father Ongen will be celebrating the 40th anniversary of his ordination on March 20th, 2023; there will be a Mass and dinner on that Monday evening.
3. Father Ongen closed the meeting with a prayer.
 4. Next PPC meeting is November 30 at 7:00 PM.
 5. These minutes are approved by the Parish Pastoral Council Chair and PPC Secretary.

//SIGNED//

Christopher J. Francis
Chair, Parish Pastoral Council

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Tory Bishop
Secretary, Parish Pastoral Council