

July 8, 2020

MEMORANDUM FOR RECORD

SUBJECT: Minutes of the Parish Pastoral Council Meeting, 7:00 PM, July 8, 2020,
St. Mary Parish Hall

1. Attendance

A. Parish Pastoral Council: Father Emmanuel, Christopher Francis, Andrew Graf, Emily Concienne,
Chriss Miller, Jerry Byrne, JR Sweet, Linda Thomson, Priscilla Taylor

B. Committee chairs: Mike Bibbo, Julie Francis, Ann Sweet, Paul Fletcher, Kerry Holmes, Randy Carter,
Craig Musolino

C. Absent and excused: Duane Anderson

2. Minutes

A. The meeting was called to order at 7:00 PM with an opening prayer by Father Emmanuel. The first agenda item Calendars for the new Parish FY (Pastoral Council, Committee and Sub-Committee Chairs)

- The fallout from COVID-19 halted our efforts to create a unified Parish Calendar for the new fiscal year (July 1, 2020 – June 30, 2021). We must pick up this task once more and push forward. We expect this first effort to be messy, but it will make easier our efforts in the following years.
- Each Committee and Sub-Committee must look ahead into the coming FY and put on a calendar all those events known to be occurring. This includes recurring annual events, weekly/monthly/quarterly meetings, practices, etc... Assume that we return to life as normal; it's easier to cancel an event than to throw one together at the last minute.
- The church website and Facebook will have all the events listed on the calendar.
- Next combined meeting for the calendar will be in October.

B. Discussion on possible solutions for cleaning the Sanctuary, Parish Hall, office, to include floors and bathrooms, and linens and cassocks and surplices.

- We need to form a committee and need someone to be in charge so it's not just one family doing all the cleaning every time.
- We are saving **\$350** a month by not having a cleaning service
- Information will be posted on the website, Facebook and announcement before mass.

C. Looking ahead to full opening and "Welcome Back" reception

- Knights of Columbus will provide a breakfast after Sunday mass
- Parish Council will provide hors d' oeuvres and beverages after Saturday night service

D. Parish Picnic (Pastoral Council, Committee Chairs)

The Parish Picnic is scheduled for Sunday, September 20, 2020.

- The park and pavilions are reserved.
- Mass will be at 11:00, followed by the picnic (Liturgy).
- It will be the welcome back for Religious education classes (Rel Ed/Communications).
- Knights will provide food along with side dishes from parishioners split alphabetically (Knights of Columbus/Parish Life).
- Sound system, piano, chairs, yard games, bounce castles and other games are being planned (Knights/Grounds).
- Jerry and JR will be there on the 19th to clean up the area (Grounds).
- Parish Council will be there to set up at 8am.
- Need to start getting a headcount
- If the date needs to be pushed back the decision will be made by September 11th.

We need to begin advertising this on our website, Facebook page and Ambo announcements.

E. Parish Clean-up Day (Pastoral Council, Grounds and Communications Committees)

The Parish Clean-up Day is this Saturday, July 8, starting at 8:00 AM.

- There will be mulch delivered at 7 AM.
- Clean up will include laying mulch, taking bushes out, cleaning up Fathers bushes and sticks in his back yard etc.
- Please bring yard tools like wheelbarrow, pitchfork, hedge trimmer etc. that will help.
- Knights of Columbus will be providing lunch and water.
- Pictures and a short video will be taken of everyone working and there will be a social media waiver.
- Discussion of removing the south wall in the narthex (the wall that separates the foyer from the room that has become a catch-all. Approved by council if its not needed as a support.
- Mike Bibbo provided an update on the work done already and on Saturday's effort. Nursery wall and Knights shed in the back were already torn down.
- There are several things that need to be fixed with the maintenance and upkeep of the church.
 1. Floor in the Sanctuary is cracking and needs to be fixed. Mike is getting a quote for that.
 2. The flat roof is leaking where the A.C. is. National Roofing is working on giving us a quote.
 3. The duct work is being eaten away on both sides of the A.C.
 4. Pews need to be replaced
 5. A toilet in Womens bathroom still isn't working.

F. Evaluating our digital presence (website, streaming, etc...) looking ahead to our digital life once we are fully opened (Pastoral Council, Communications)

- We will continue to stream Mass on Sundays once we are fully opened. There will be a checklist of things to do so others will be able to help.
- We need to have the Communications Committee trained to help keep the website updated.
- Video PSAs: video updates on events and things happening in our church. Info would be given to Craig and signed off by Father before posted → Parish Picnic should be our first trial run for this.

2. Father Emmanuel's comments

- Thank you for everything that has been done to keep us functioning through all of this.
- Please continue to pray for each other.
- Continue to follow protocols and guidelines through this pandemic.

3. Craig reminded us about purchases approved and made for the church.

- Purchases for the church that are approved and being reimbursed are tax free. There is a form you can get from Craig in the office to take to the store with you.

4. The next Parish Pastoral Council meeting is scheduled for August 12, 2020 at 7pm. Anyone welcome to attend.

5. Ended meeting at 8:25 pm with closing prayer by Father Emmanuel.

6. These minutes are approved by the Council Chair and attested to by the Council Secretary.

//SIGNED//

Christopher J. Francis
Chair, Parish Pastoral Council

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Emily Concienne
Secretary, Parish Pastoral Council