

MEMORANDUM FOR RECORD

**SUBJECT: Minutes of the Parish Pastoral Council Meeting - ,
St. Mary Parish Hall**

1. Attendance

A. Parish Pastoral Council: Father Ongen, JoAnn Farabaugh, Chriss Miller, JoAnne Burgardt, Michael McCarrier, Rick Hallenback, Leah Noel, Kerry Holmes, Shari Fenneman, Allen Kriskowski, Tory Bishop

B. Absent and excused: Drew Fedorich

C. Committee chair members: Lauren Kahoe, Elaine Reyes, Jordan Graf, Mike Bibbo, Geralyn Byrne, Andrea Garrett, Whitney Lothamer

2. Minutes

A. The meeting was called to order at 6:32PM with an opening prayer by Father Ongen.

B. Old Business

- **Virtus Training Update**

- -JoAnn F.: Joe Dobbins can come to church for Virtus Training (VT) or it can be done on-line
- -Jordan G: there are limited on-line options; Diocese is getting rid of on-line VT
- -JoAnn F: to call Joe Dobbins for VT dates and times

- **Printed Bulletin Update**

- -Andrea G: on 03/27/2025, Aggie, Tillie, and I will meet with a small printing company called Dee Printing out of Ohio, regarding church bulletin; no charge to parish; their money is made with advertisements; Prince of Peace and Holy Family parishes use Dee Printing; Shirley Snyder does not know the computer program used for bulletin, thus she will not be involved as suggested at previous meeting
- -Mike B: LPI is a local printing company; bulletin information has to be to them by Monday for following Sunday use; 7 parishes use this company
- -Kerry H: local company charges church and uses advertising for income

- **Photo Session for PPC members**

- -Whitney L: her mother (photographer) is wide open for photo dates; she made suggestion for after Mass
- -JoAnn F: photos will be taken at next PPCM, on April 23rd, 2025; Father Ongen will not be present

C. New Business

- **Church Advertisement in Suffolk News Herald (SNH)**

- -JoAnn F: in 2024, cost was 20/month or 240/year if no logo; another option is 26/month or 312/year including logo
- -Mike B: insignificant cost

- -Kerry H: asked what is motivation for proposing this means of advertising; older generations go to SNH/paper publications; younger generations go on-line to find information; one has to have 7 touches/visuals of logo to get to know logo and remember
- -Mike B: SNH paper is only printed 1x/week on Wednesdays/Jordan G also noted 1x/week for SNH
- -Father Ongen: he has learned that visitors use Google to find parish
- -JoAnn F: propose a vote as to whether St Mary's advertises in SNH; JoAnn voted to use this means of publication for church advertising; all others present voted against
- -Whitney L: can we use yard signs to let people know a Catholic Church is here
- -Mike B: that requires permitting
- -Father Ongen: they know how to find us: online
- -Rick H: use community service and events as advertising
- -JoAnn F: can we put flyers in Christmas trees Knights sell
- -Mike B: use social media such as Everything Suffolk Virginia publication on Facebook

- **Biannual Parish Calendar Meeting**

- -JoAnn F: meeting scheduled for April 26th at 10:30AM; she proposed Mike B. also do Security Key Access Training this day at 10:00AM
- Mike B: agreed

- **Raised Pavement in Front of Church: Fall Risk**

- -JoAnn F: 3 church members that she is aware of have fallen at that spot in the not too distant past
- -Kerry H: I can speak with John Rector (city) about Broad Street options city can do
- -Mike B: sidewalks have been deteriorating; I have been pricing out options for replacements; we cannot afford stamped concrete; we have to get 3 estimates to have work done; BARCK has to approve any upgrades we do, then I submit request to Father to get signed; BARCK will make recommendations too; other priorities are getting Altar lit well enough for Livestream, gutters, light poles, St. Mary's signage upgraded; we can likely sell Blue stone when it is taken up
- -Kerry H: we have to decide can we afford aesthetic sidewalks (blue stone or stamped concrete) or just go with concrete; we have to take care of drainage problem before sidewalks are done; water is not draining to Broad Street; we have known sidewalks have been a safety hazard and all have to be advocates for safety; roof slates need repaired too
- -Chriss M: can ushers standing outside of church before Mass guide parishioners away from raised sidewalk hazard
- -Allen: can we do partial sidewalk repair to take care of most of safety hazard
- -JoAnn F: lighting outside church is a need too

D. Open Mic:

- **Chriss M:** Paul Fletcher is **CAPS** representative from St. Mary's; we have been sent an e-mail to attend a fundraiser on April 26th, 2025 at 5:00; banquet is at Westminster Church; there is no minimal donation; a speaker will be there along with testimonials of those who have been

helped by CAPS; CAPS is no longer doing utility cases-these have been deferred to Utilities and Salvation Army; CAPS is reaching out to local politicians and other benefactors too

- -Kerry H: whoever attend needs to be “prescriptive”; St. Mary’s gives \$1,000/year to CAPS
- **Mike M: Catholic Relief Services (CRS)** backs contraception and abortion staffing; 99% of Bishops support this organization; 27% of Rice Bowls go to this organization; upper management makes \$643,000/year; Federal Government was giving \$750 million which has been taken away; CRS helps foreign countries; \$150 billion operation; I have written a letter to 2 Bishops with no response to my concerns about contraception and abortion issues; can the PPC write a letter as a concerned group to get answers; I have sent Father Ongen information about this concern
- -Father Ongen: concern was “how knowledgeable are we about this organization”
- -JoAnn F: asked Mike M to send us information about CRS
- -Mike B: the collection is next weekend and Father has been mandated to do the collection; people give as their conscience allows; recommended Mike M write to Catholic Virginia about his concern
- **-Youth: Leah N:** we are closing our year with a dinner on April 26th; getting ready to sell tickets; replacements for Leah’s position have been considered, yet nobody has been asked yet
- **-Parish Life Lauren K** reports they are trying to become self sufficient and receive no money or less money from Finance; we have a June fundraiser planned
- **-Respect for Life: Whitney L:** March for Life is in Jan 2026 with another March in April; we anticipate a fundraiser over the summer for our committee events
- **-OCIA and Adult Ed: Geralyn B:** we have 13 people joining Catholic Church; we are wrapping up our events for this season
- **-KOC: Kerry H:** state meets in May 2025; Virginia is getting first Baby Safe Box at a Fire Department; this will be finalized in May 2025; when a baby is place in the box, an alarm sounds and someone immediately comes, there are no questions asked
- **-Green Team Allen K:** have done first grass cut this season

- **-Women's Club JoAnn F:** bake sale is same time as Fish Fry: 4-7 on April 7th; baked items are donation only; will be doing a Spring Time Gift Card fundraiser; Yard Sale is expected May 2-3rd, however may do 1 day only
- **-Finance: Mike B:** church budget is due May 15th; since Hall has been renovated, there have been requests to rent Hall, therefore we have to get an insurance policy through Diocese; he reminded us of the Purchase Request Form; give form to Kim and she will buy items with the church credit card; Tammy Simons will be resigning from her position; we will be placing an ad to fill her position/pay will be discussed also; during audit, church got cited due to too many Reimbursement Requests coming from church members; it is recommended to use Purchase Request Form, before Reimbursement Request Form: goal is to reduce Reimbursement Request Forms

E. Father's Floor:

- See notations during meeting

3. Next meeting is on April 23rd, 2025 at 6:30PM.

4. Ended meeting at 7:51PM with closing prayer by Father Ongen.

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

//SIGNED//

JoAnn Farabaugh

Chair, Parish Pastoral Council



Tory Bishop

Secretary, Parish Pastoral Council