**Minutes of the 469th Meeting**

**Saint Stephen Cathedral Parish Pastoral Council**

**June 14, 2018**

**Members Present:** Fr. Jerry Riney, Pat Serey, Peggy Bellew, LaWanna Brand, Brenda Clark, Samantha Kaai, Nick Warren, Russell Vaughn, Kathryn Wimsatt

**Members Absent:** Mark Heinz, David Hemingway, Kelsey Rhodes, Steven Roby

**Parish Team:**  Fr. Sinoj Pynadath, Deacon Dirck Curry, Eddy McFarland, Donna Murphy, Donna Tarantino

**I. Welcome and Call to Order**

Pat Serey, chair, opened the meeting at 6:11 PM. Pat welcomed Fr. Sinoj Pynadath to the Cathedral, and everyone joined in extending their welcome.

**II. Scripture - *At Home with the Word***

PPC members read and discussed the Scripture Readings and Gospel for June 17, 2018.

**III. Approval of Minutes**

The minutes were approved as written for the May 10, 2018, meeting.

**IV. Liaison Reports**

 **A. Parish Finance Committee - Mark Heinz (Eddy McFarland on his behalf)**

Father Jerry informed the Council that Mark’s aunt had passed away at the age of 93 and asked everyone to keep his family in prayer. Eddy reported that the Finance Committee did not meet in June. As of the end of May, our collections were projected to be $951,000; our actual collections were approximately $1,009,000. The budget for the next fiscal year includes a small increase. It is possible that due to the ongoing Capital Campaign, regular collections could be slightly lower. Pat recalled that, at the last PPC meeting, the council had recommended that it was not necessary to review the budget approved by the Finance Committee and asked whether it had been “blessed” (finalized). Eddy replied that it has received final approval.

 **B. Liturgy and Worship - Brenda Clark**

Brenda reported that the Easter Season went well. A July meeting will be held to begin planning for the next season. Anointing of the Sick will be offered at all Masses on the weekend of June 30/July 1, 2018.

 **C. Social Concerns and Outreach - Peggy Bellew**

Peggy reported that the April 26, 2018, meeting of the Social Concerns group featured representatives from “Mentor Kids”, an organization serving Christian children only, ages 6-14, to teach life skills, tobacco abuse prevention, academics, and Christianity. She reported that Deacons Curry and Murphy were handling planning of the upcoming fall Mission Trip. Beginning August 1, 2018, collections will begin for donations (items to be announced). The Backpack Ministry needs funds; the coordinators suggested the possibility of a special parish collection, but a decision had not yet been made. The Social Concerns Committee is now meeting quarterly; the next meeting is planned for August 29, 2018. Peggy mentioned the presentation on “Ethics in Church Construction” at the end of May by Fr. Tony Shonis. Fr. Jerry asked Eddy McFarland to report on the presentation. Eddy said that he has copies of the presentation handouts if any PC members would like a copy. He passed along several key points of the presentation. These included the dignity of work, the importance of paying a living wage which is essential to families and society, and that we as Catholics must practice what we preach and teach. The proper course is not always the cheapest or the most popular. Pat Serey added wisdom he heard from a Notre Dame priest, that work must not be done at the expense of the laborers and that the proper choices are not the easiest or least costly.

 **D. Education and Formation/Spiritual Enrichment - LaWanna Brand**

LaWanna reported that VBS is ready to “sail” (theme is Set Sail with the Holy Trinity). To date, 49 children (including teen helpers) had registered. Donna Murphy added that this year, the majority of parents used the online WeShare program to register/pay. VBS setup begins tomorrow (June 15, 2018). Regarding Cathedral Preschool, LaWanna reported that the preschool is planning on hiring a preschool teacher as well as a part-time assistant. Two couples and two single individuals have expressed interest in receiving instruction through RCIA. Attendance has been low in recent weeks, likely due to summer.

 **E. Youth - Nick Warren**

 Nick reported that a full-time Youth Minister has been hired. Crissy Stevenson will begin on August 1, 2018. She has 11 years of experience and is excited to get started. Fr. Jerry added that Crissy had very good recommendations. She has worked part-time for 11 years and needed full-time hours. She has met with the search committee as well as our pastoral team. She is originally from Princeton. Charlie Hardesty (Dir. of Youth for Diocese) highly recommended her. Crissy meets regularly with other diocesan Youth Ministers for ideas and support. Brenda Clark asked about the duties of the new Youth Minister; Fr. Jerry indicated that she will handle First Communion and Reconciliation, Confirmation, Baptism Prep, and Vacation Bible School. Crissy has a degree in Faith Formation from Brescia with an emphasis on youth. Also, a Youth canoe trip is planned for August 11, 2018. Corey Bruns is planning the trip.

Fr. Jerry added that at this time we do not have a leader for the K-8 Faith Formation program and that we have struggled with finding the right fit for a Director of Religious Education. Donna Murphy has agreed to stay on in a part-time, hourly capacity to handle the RCIA program as well as Sponsor Couples. A few things such as Prayer Shawl Ministry and Children’s Liturgy of the Word will, at least for now, be coordinated by parish volunteers. Fr. Jerry asked for prayers for the DRE position, particularly with regard to Faith Formation. Pat Serey asked whether we are moving forward with looking for a DRE. Father replied that though position is still posted we may see how things go this year, and then continue the search.

 **F. Buildings and Grounds - Russell Vaughn**

Russell reported that there are still “Adopt a Spot” areas available for landscaping. Two remaining motion-lights are to be installed in the Community Center; all other motion-lights are installed and working in the Center and in the Parish Office. A new door was added in the Parish Office kitchen/conference area, for privacy for meetings. Eddy added that new cabling work has been completed in the office for computers and surveillance installation; existing cables were at least 20 years old. New carpeting and stair tread materials will be installed on the stage area in the Community Center. Existing carpeting and stair treads are old and worn. The subject of church building WiFi was discussed; Father asked for the Council’s input. His concern has been the possible misuse during Masses. He continued that the WiFi can be password protected or turned off/on, and that it can be a positive aspect for those accessing readings. Kathryn asked about the cost for hardware; Eddy estimated less than $1,000. Samantha asked about bandwidth; Eddy said he thought that it was sufficient. Pat added that it may be a wise addition considering it would appeal to younger people and due to the age of technology we are in. Nick agreed that pros outweigh the cons. No one indicated a negative opinion.

 **G. Marketing and Communications - David Hemingway (Donna T. on his behalf)**

David left some Chamber of Commerce materials with Donna Tarantino. Pat reported that at the last meeting discussion was tabled regarding whether the Cathedral would benefit from Chamber membership. Donna reported that the Chamber publishes several books including one for newcomers to Owensboro as well as a book placed in local hotel rooms. Her call to the Chamber for more information had not yet been returned. Nick asked what our objective would be; membership increase? Outreach support? LaWanna agreed it sounds great but is not sure of the gain except it helps promote the Cathedral. Father asked for the Council’s recommendation to the Marketing & Communication Committee and that he did not feel strongly one way or the other. After discussion, the Council agreed to recommend to the Marketing and Communication Committee that we could join for one year and evaluate the cost vs. benefit\* (\*pending information about the cost of membership). It was agreed that Council members could rotate attending the Chamber meetings.

 **H. Capital Campaign/Porch Renovation - Steven Roby (Donna T. on his behalf)**

 Donna T. reported that to date, 242 families have either pledged or donated (some have donated without submitting a formal pledge), representing nearly 40% participation of parish families. Discussion was held regarding pledges received of approximately $570,279, cash in hand (consists of pledge payments and continued donations from March 2016) of approximately $474,410 and remaining balance on pledges to date ($368,139). Eddy added that the diocesan requirements of 40% of estimated cost ($850,000) in hand to begin the project, and remaining 60% in pledges received by project start, have both been met. Russell asked how the contractor would be paid since the pledge payment period was several years. Father answered that we could borrow either from the diocese or from other funds of our own, if possible. Donna T. noted that while we have our initial estimate, we have not yet received an official estimate from our contractor. Eddy reported that the hall restrooms would be closed for the duration of the project; the fixtures will be removed in order to prevent damage from construction. The Bridal Suite restrooms will remain open but are not handicap-accessible. Father noted we want to accommodate our parishioners and visitors as well as possible. Eddy has been researching mobile restroom options and is awaiting cost estimates. Some of the temporary restrooms are quite nice and could be located in the area of the ramp. Work on the porch/steps is scheduled to begin early July (likely after July 4).

 **I. Community and Family Enrichment - Kelsey Rhodes and Kathryn Wimsatt**

 Kathryn brought up the subject of a recent Kentucky House Bill that may negatively affect churches and non-profits. Eddy reported that he spoke with a lawyer acquaintance in Louisville, who said that while he was not aware of the details, his cursory review of the bill does not look alarming. Eddy added that we do currently pay fees on food sales and charitable gaming. Pat agreed that he felt the bill would not apply to non-profits and churches. Kathryn reported that she and Kelsey recommend that Pork Producers cater the Dedication Anniversary meal. This would reduce the burden on volunteers, thus allowing for more resources to be used for the raffle. Father Jerry asked for the advice of the Council regarding the raffle, and whether it should be held. Some concern was expressed about selling/purchasing tickets because of ongoing Campaign contributions. Kathryn said she worried that without a raffle, we would not have a crowd. Pat said he felt it would be hard to step back from $30,000 (raffle proceeds last year). Donna M commented that the picnic was started years ago to promote community, and also suggested perhaps raffling a car. Samantha suggested switching the format a bit, perhaps having a 50/50 drawing during the dinner. Father noted that the raffle is a lot of work for a small group of people. Russell asked where proceeds go—Eddy answered, general fund. Council members indicated support for the continuation of the raffle. Pat asked Kathryn whether she would be willing to work on the raffle; she indicated yes, and Samantha agreed to help. Father Jerry said that work would need to begin soon to procure the prizes. Pat suggested first asking donors from last year to again donate, then moving on to add other donors. Input about last year’s Dedication Anniversary was positive.

**V. Update from Donna Tarantino, Director of Ministries and Volunteers**

Donna T. reported that we currently have 623 registered families in the parish. Of those, 315 have returned a Time/Talent/Treasure form for 2018, indicating they are active in giving and/or ministry. This represents just over 50% of families. This could always be higher but is a good percentage. She also noted that there are parishioners who contribute but did not return a TTT pledge form. She also reported that the parish is recruiting 10 or so volunteers for Help Build Hope on July 14; this organization builds walls for Habitat for Humanity, using hammers/nails to assemble pre-cut wood. Also, a youth group from Michigan will visit in late July; we are finding projects for them either at the Cathedral or Blessed Sacrament Chapel. We will provide them lunch.

**VI. Old Business**

Pat asked whether the PA system in church was working well, noting that at the 11:00 am Mass the previous weekend, there were problems. Father replied that the issue was caused by a lightning strike, and that once the system was rebooted, it was fine. Pat also asked about the cold air from the vents in church, and whether anything could be done; this was asked last year as well. Russell reported that this was taken care of and that the vents have been turned to face the wall. He indicated there was not much else that could be done, and that shutting vents was not recommended. Father felt the problem was better since the vents have been turned.

**VII. Pastor’s Comments - Fr. Jerry**

 Fr. Jerry reminded members about the PC retreat on August 11, 2018. Lisa Gulino will be in town and will facilitate the retreat. The retreat will take the place of the August meeting, and there will not be a July meeting. Regular meetings resume in September.

Father thanked all who attended the going away celebrations for Father Jamie Dennis. Fr. Jerry said he appreciated learning more about the Xavier Society for the Blind, founded in 1900, and the many ways they support the blind. He also again welcomed Father Sinoj.

Father Jerry extended an invitation to PC members to attend the Vocare Dinner on September 14, 2018. Samantha replied that she and Duncan would like to attend; Nick and Carrie Warren as well. Other members are asked to consider the invitation (follow up needed).

**VIII. Birthdays and Anniversaries**

Pat offered congratulations to Nick Warren and Father Sinoj for their June birthdays, and also to Father Jamie. Anniversary congratulations were offered to Brenda and Sy Clark and also to Alison and Pat Serey.

**IX. Adjournment**

No meeting in July and August. The Council Retreat will be August 11, 2018. The meeting was adjourned at 8:15 PM.

Respectfully submitted,

Donna Tarantino for Margie Ebelhar