**Minutes of the 467th Meeting**

**Saint Stephen Cathedral Parish Pastoral Council**

**March 22, 2018**

**Members Present:** Fr. Jerry Riney, Pat Serey, Samantha Kaai, LaWanna Brand, Brenda Clark, Mark Heinz, David Hemingway, Kelsey Rhodes, Steven Roby, Russell Vaughn, Nick Warren, Kathryn Wimsatt

**Members Absent:** Peggy Bellew

**Parish Team:** Deacon Richard Murphy, Donna Murphy, Donna Tarantino

**I.Welcome and Call to Order**

Pat Serey, chair, opened the meeting at 6:35 PM. Prior to the meeting, Pam Weafer, Director of Cathedral Preschool gave a presentation and a tour of the Preschool.

**II. Scripture – *Catholic Update***

Fr. Jerry utilized the *Catholic Update* publication to teach the PPC about “Our Holiest Week” and to encourage all to participate in our Holy Week Services.

**III. Approval of Minutes**

The minutes were approved as written for the February 8, 2018, meeting.

**IV. Liaison Reports**

1. **Liturgy and Worship – Brenda Clark**

Brenda Clark reported Michael Bogdan will place an ad in the Messenger-Inquirer with a listing of our Holy Week Services. Our parish Communal Reconciliation Service is March 25, 2018, at 2:00 PM. Bishop Medley will be presiding as part of the Year of Encounter, the first of a 4 Year Evangelization Plan.

**B. Social Concerns and Outreach – Peggy Bellew**

Fr. Jerry stated the Rice Bowls will be returned on Holy Thursday. A handout was provided concerning the local “March for Our Lives” Rally to be held on March 24, 2018. The Xavier Society of the Blind was added to our Lenten Collection.

**C. Education and Formation/Spiritual Enrichment – LaWanna Brand**

LaWanna Brand announced there has been positive feedback from parishioners using FORMED.ORG. LaWanna stated RCIA is a year - round program and we have 2 catechumens and 4 candidates coming into the church. Prayer groups are meeting and discussing *Perfectly Yourself*. VBS will be held June 18-22, 2018. Each parish family will receive a copy of the book, *A Friendship Like No Other.* The PPC thanked Donna Murphy for her years of service as Director of Faith Formation.

**D. Youth – Nick Warren**

Nick Warren reported there were 10 applicants for the Youth Ministry Director position. The search committee narrowed the field of candidates to two and they will be interviewed by Fr. Jerry and the committee. The new schedule for the Youth Group has the Middle Schoolers meeting from 5:00-6:00 PM. They join the High Schoolers for food from 6:00-6:30 PM, then the High Schoolers meet from 6:30-8:00 PM.

**E. Parish Finance Committee – Mark Heinz**

Mark Heinz reported 200 people attended the Fish Fry and the net profit from the event was $606.00. The PPC thanked Laurie Hicks for chairing the Fish Fry. Mark announced contributions are ahead of budget projections by $64,000.00. The next Finance Committee Meeting is April 9, 2018.

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

Russell Vaughan provided an agenda handout from the Buildings and Grounds Committee Meeting. Russell announced the Spring Clean Up Day is set for 8:00 am- noon on Saturday, April 21, 2018. The Adopt a Spot program will be promoted this Spring. The committee wants to improve the outside lighting. Motion light sensors will also be installed in various places in the undercroft.

**G. Marketing and Communications - David Hemingway**

David Hemingway announced Taylor West is creating an ad to be placed in the Visitor Bureau Magazine. The CVB will have a card with our parish information in their racks. The Christmas ornament will be ready to sell this summer. Tours of the Cathedral will be given before the Chrism Mass. A chairperson is needed for the September 15, 2018, Founders Day celebration. Notes were sent to Arts at the Cathedral donors. Over $8,000.00 was donated to this fund.

**H. Capital Campaign: “Keeping Safe and Secure” - Steven Roby**

Steven Roby reported the campaign was kicked off the weekend of March 17-18, with Margaret Windle speaking at all of the weekend Masses. The PPC thanked Bishop Medley for his diocesan financial commitment of up to $150,000.00 for the Campaign. An additional $250,000.00 needs to be raised for the Campaign. Members of the PPC were thanked for their pledges. Donna Tarantino passed out “Keeping Safe and Secure” packets.

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

Kathryn Wimsatt asked for volunteers to help with the Post-Chrism Mass reception to be held at the rectory. This is for the bishop, priests, deacons and their wives, and seminarians. Volunteers were also need for the Holy Thursday luncheon, hosted in the rectory by Frs. Jamie and Jerry, celebrating the institution of Holy Orders and Eucharist. Also, needed is help with the reception, after the Easter Vigil Mass for those coming into the Church.

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

 Donna Tarantino reported that she needs to a volunteer to help with following up with people after they have joined the parish. She stated about 30-35 people attended the training for Hospitality Ministers. Donna announced 526 packets for the “Keeping Safe & Secure” Capital Campaign were mailed.

**VI. Unfinished Business**

Fr. Jerry thanked all that helped with the Fish Fry on March 16, 2018. Special thanks to Laurie Hicks for coordinating the event, the clean-up volunteers, and Mark Heinz and Russell Vaughn for cleaning up the oil. Deacon Richard announced the Mission Trip to Mandeville, Jamaica has been arranged for Oct. 6-13, 2018.

**VII. Pastor’s Comments**

Fr. Jerry asked all to be aware of the importance of Easter Hospitality. Fr. Jerry announced Fr. Jamie’s new assignment to St. Mary of the Woods in Whitesville. Our new Parochial Vicar is Fr. Sinoj, HGN. He will move in the rectory in June. A Search Committee will be formed to find a person to fill the DRE position. An ad has been placed and applications need to be received by April 15, 2018. Seven applications have been received for the position.

**VIII. Birthdays and Anniversaries**

No one on PPC has a Birthday or an Anniversary in March.

**IX. Adjournment**

The next meeting is May 10, 2018. The meeting was adjourned at 7:45 PM.

Respectfully submitted,

Margie Ebelhar