

## PASTORAL COUNCIL

### Minutes of Meeting

April 18, 2007

#### Present:

Father Barr	Al DiMattesa	Betty Ryon
Loretta Haring, Fellowship	Bill Price	Donna Wardrup, Rec. Sec.
Kathy Elder	Tom Neal	Dan Palumbo, Rel Ed
Liz Coyle, Adult Enrich	Colleen McGraw	Mike Sopchick
Tom Cosgrove	Ruth Milano Liturgy	Patrick McKenna, Youth

#### Absent:

Don Zukowski  
Linda Kline  
Bill Stehle, Building Committee

Meeting called to order at 7:10pm by Betty Ryon.

Opening Prayer led by Betty Ryon.

**Review and Approval of Minutes:** Minutes from the March meeting were reviewed. Ruth Milano noted a correction in the minutes to reflect a change on the Liturgy Report. A motion was made by Mike Sopchick to approve the minutes with the correction. Don Rakoskie seconded the motion. Motion approved.

**Pastor's Report:** Fr. Barr reviewed his report with Council. Defined "Police Line Up" at Animal Control. Father reported that as a volunteer with the Anne Arundel Police Chaplains he visits these locations during shift changes and offers support to the officers on duty.

**Update on status of volunteers for Fund Raising Committee:** Father Barr reported that one person has come forward to volunteer. Father Barr will meet with the Finance Committee to define the role of this committee. Once this is determined, Fr. Barr will do pulpit announcements asking those interested in volunteering to email the parish office.

**Update on Question/Answer session regarding Youth Program:** Chris Ashby from the Archdiocesan Youth and Young Adult Office will be here on Wednesday, May 16, 2007, to meet with parents and youth. Father Barr will make phone calls, send notes, and email parents at random. However, all parents with children will be invited to come. We need to find out what areas we are strong in, where are weaknesses are, where do we need to improve. After Father Barr introduces the program, neither he nor any staff members or volunteers who work with youth will attend. Someone will take minutes and have them available for the parents. Chris Ashby from the Archdiocese will then be invited to a staff meeting to give us the results of his findings.

## **Old Business**

**Software for Geographic Study of Parish:** Tom Neal and Tom Cosgrove reported last month they would look into purchasing a software program where we could do the geographic mapping ourselves. Tom Neal reported this month that he could not find any software where we could do this ourselves. It would not be cost effective or data may not be secure for us to join a service which provides this. He will continue to look into this matter.

**Feedback on Employers:** Colleen McGraw reported that she received no emails regarding interest in employers posting job opportunities on the web site. Since there was no interest, it was decided not to pursue this at this time.

**Parish Directory Update:** Bill Price reported that he had received bids from outside sources for the Parish Directory. Cost was \$1,200 to \$1,500 for 500 directories consisting of 70 pages. This included a color cover with logo or picture of the church. Bill Price contacted Roy Mainville at Liturgical Publications, Inc., who publishes our bulletin, to see if they could produce a directory offering ads from local businesses to cut down on the cost. Mr. Mainville had not returned calls to Bill Price. Betty Ryon reported that she had a contact person for Bill to call. This will need to be followed up next month.

**Grocery Certificates Update:** Will report on this at next month's meeting.

**Pastoral Council Election Update:** Kathy Elder reported there are eight people who accepted the nomination to run for Council. Biographies of the nominations will be in the pews the weekend of April 21-22, 28-29, with elections the weekend of May 5-6. A "Meet the Candidate" night will be held on Saturday, April 28<sup>th</sup> with a wine & cheese reception after the 5pm Mass in the Narthex. Loretta Haring and Tom Cosgrove offered to be present. Kathy will have the ballots to the office by April 30<sup>th</sup> so they can go into the pews for the weekend of May 5-6. Council members have volunteered to man the ballot box and to also count votes after the 11am Mass. Kathy Elder will work on the dates for next year's elections and give them to Donna Wardrup, parish secretary, to be included on the 2007-2008 church calendar.

**Building Expansion:** Betty Ryon reported that she had emailed Jim Cush to get an update on the expansion. KCW, the Civil Engineer, has acquired the electronic data files from our previous engineer, Sigma, and has started on the technical design phase for the Site Development Plan. They have performed their field work for the survey and topography. Mr. Cush is working on construction documents in response to Holy Family bid alternate requirements. How do we get this out to parishioners? Updates can be posted on the bulletin board by the parish office. Fr. Barr will make pulpit announcements once a month. Information will be put on the web site as well as in the church bulletin. All council members were in favor of this approach.

**Finance Committee Report:** Don Rakoskie reported that we have contracted with Faith Direct, a company which offers parishioners an opportunity to have funds electronically transferred from their accounts, for weekly offertory giving. The contact was sent to the Archdiocesan legal office for review and approval. This will hopefully begin in June. A pulpit announcement will be made prior to the start of this so parishioners will know Holy Family will be offering this service.

Don Rakoskie prepared an analysis of attendance and donations over the last two years (2005-2007) which he handed out to all council members. Report shows attendance is down. Those who are coming to Mass are giving more. Based on numbers the last two years, do we need the size building we are proposing? We are declining in numbers. We still need to focus on reaching the bottom 30-40% who does not come to church. The plan currently is to have the building modified. We will claim the square footage as an ad alternate with reduction of classrooms as well as other rooms. It was suggested that an independent consultant test the numbers to see how we should move forward. Don Rakoskie will bring this up at the next Finance Committee meeting which will be held on April 28<sup>th</sup>. The budget will also be reviewed at this meeting. Don will present the proposed budget at the May Council meeting.

### **Ministry Reports**

**Adult Enrichment:** Liz Coyle asked the Pastoral Council if they would consider sponsoring the evening with Mark Forrest next year. The Council could invite our cluster parishes and possibly have a pot luck dinner. It was also suggested that the clusters could share in the cost of having Mark Forrest here. This item will be tabled until the August meeting.

**Youth:** Easter Egg Hunt was very successful. There were approximately 96 children who participated. In all there were 200 in attendance.

**Liturgy:** Ruth Milano reported they had a very low turn out for the spring clean up and had no extra help in setting up for Easter. They prepare a flyer for the bulletin and have a sign up table but feels there is not much more they can do to foster volunteerism.

**Calendar Events:** Betty Ryon advised Council member of upcoming calendar events. Council "Meet the Candidates" night will be held after the 5pm Mass on April 28<sup>th</sup>; Spring Dinner Dance at Renditions on May 5<sup>th</sup>; First Communion will be held on May 5<sup>th</sup> and May 10<sup>th</sup>; May Crowning will take place at all Masses the weekend of May 5<sup>th</sup> and 6<sup>th</sup>; Annual Blood Drive will be held at Holy Family on May 14<sup>th</sup>.

## **New Business**

**Application for New Ministry:** Donna Wardrup presented her “Loved Ones” ministry application to all Council members. This ministry would help grieving families plan the liturgy for their funerals. Donna and her volunteers would go to the homes of the families to help them pick out readings, music, and answer any questions they have. Currently, family members come to the church and receive a funeral packet or they are given one at the funeral home. Having someone to help them review it would be more personal. Don Rakoskie made a motion to approve the new ministry. Ruth Milano seconded the motion. Motion approved.

**Cardinal’s Lenten Appeal Update:** Father Barr reported that Roy Kilby, Vernon Pizzi, and Jerry Aben were making phone calls for the Lenten Appeal. Two thirds of the monies we receive will support St. Ann’s in Grantsville and St. Patrick’s in Mount Savage with the remaining third going to our poor box which helps assist families in Southern Anne Arundel County with rent, electric bills, and food. The gentlemen reported that the number of actual donations is down by 43 this year but of those who did give they donated more. We have also received new gifts. We have raised \$102,000.

**Donation:** Colleen McGraw recommended the monthly \$1,000 donation be given to St. Ann’s Church in Mississippi. Colleen had visited the area recently and met people who are still living in government trailers due to the effects of Hurricane Katrina. The people are in need of items to help rebuild their homes. It was recommended that gift cards to home supply stores, such as Home Depot or Lowe’s, be purchased. Dan Palumbo made a motion to approve; Mike Sopchick seconded the motion. Motion approved.

**Closing Prayer:** Fr. Barr

**Meeting adjourned:** 9:15pm

**Next Meeting:** May 23, 2007

Edits: BR

## **Future Agenda Items:**

**July: Schedule a Pastoral Council Meeting; Consulting information regarding attendance numbers.**

**August: Evening with Mark Forrest Sponsored by Pastoral Council.**