

Pastoral Council Meeting Minutes – June 26, 2024

Attendees: Fr. Mike Jendrek, Kathy Brady, Elizabeth Brownlee, Kevin Burgess, Bernadine Crosby, Paul Dallavalle, Steve Harmel, Rick Keegan, Jenny Lagana, Andy Stroup.

Opening Prayer – Fr. Mike Jendrek

Fr. Mike opened the meeting with prayer asking the Holy Spirit to give the attendees wisdom and peace.

Discussion Agenda Items:

- a. National Eucharistic Congress in July 2024 – parish/youth participation
 - Discussion of the Congress gathering in Indiana as well as HFCC support of the USCCB to emphasize the presence of Jesus in the Eucharist was extensive. People from Holy Family attended events in Emmitsburg, MD during the week of June 3 to June 7. Other parishioners went to a viewing of two movies featuring a discussion of the real presence of Jesus in the Eucharist. Some of the youth are attending the 10th National Eucharistic Congress to be held July 17-21 in Indianapolis. Interested parishioners can find more information at eucharisticrevival.com.
- b. Enhancements to Eucharistic adoration - Corpus Christi activities
 - Eucharistic adoration at HFCC was discussed. The software used to solicit substitutes for scheduled adorants does not work properly. Fr. Mike will check with Cindy Daily and Marilyn Moore to see if the problem can be eliminated.
 - The council recommended that the procession around the church property in adoration of the Eucharist on Corpus Christi Sunday be re-instituted. Appropriate banners for the procession are located in the storage room under Unity Hall.
- c. Communication with parishioners – improvements
 - A number of suggestions were made, including improved web pages on the HFCC web site and making short announcements by the cantor before Mass begins. The consensus among council members was that this modification allows the Mass to be a unified liturgical event, uninterrupted by announcements. Fr. Mike was open to the idea of making the change.
- d. Pastoral council activities – greeters, name tags, pictures
 - Council members think that the council should be more visible to the parish and active in communicating parishioner concerns to Fr. Mike. Cyndi Zajic is currently getting name tags for the parish staff and the greeters. The council agreed to request name tags and to be more of a presence to the parish by having member names and possibly photos on the Holy Family web site. The names are already on the web site under the title of **Church Leadership**. A suggestion was made to have e-mail addresses for council members with a standard mailbox like “hfccmail.org.” The latter item needs further discussion.
 - Fr. Mike suggested that the council could help with use and possible modifications of Ryan Hall.
- e. August Ministry Fair – council participation
 - The ministry fair has traditionally been held in the fall. The parish is planning to have two fairs during the 2024-2025 pastoral year. The first one is scheduled for August 24 and August 25. Cyndi Zajic is in charge of the fair. If the council wishes to have a presence at the fair, Cyndi should be contacted. No decision was made on this item.

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f. Archdiocese of Baltimore (AOB) bankruptcy and restructuring – impact on parish

- The end date for filing a claim under Chapter 11 bankruptcy was May 30. According to Fr. Mike, three years may be required to assess claims and determine the legitimacy and payment amount for each case. Each parish, including HFCC, will be assessed a fee to cover potential liabilities for cases filed until May 30, 2024. This fee is analogous to an “umbrella insurance policy.” Every parish will be required to contribute, and the size of the contribution will likely depend on parish resources. Fr. Mike thought it might be years before we know the amount, but he speculated that we may owe as much as \$40,000 to \$50,000.
- A committee of senior priests (headed by Fr. Hilgartner of St. Joseph Church in Cockeysville) is in charge of managing the funds required for payment of claims.

g. Financial status of HFCC 2024-2025 budget – increasing resources

- During the 2023-2024 fiscal year (from July 2023 – June 2024), contributions to the parish lagged needed funds by over \$100,000. Much of the deficit was due to the HVAC campaign.
- AOB had allowed the parish to collect HVAC funds without paying the normal cathedraticum tax on the money collected. Consequently, many parishioners had switched their donations to the HVAC fund. The tax-free period was in effect only until the HVAC system was paid off.
- Other issues affected the total cost of the HVAC, including the use of \$50,000 “seed” money from HFCC reserve funds, \$16,000 for replacement of a leaking propane tank buried underground, and additional costs to move the parish web server. To meet our obligation to the HVAC installers for timely completion, the parish needed to borrow money from AOB. We now have a 10-year loan requiring monthly payments of approximately \$2,237.
- AOB had asked all parishes to submit balanced budgets for the 2024-2025 fiscal year. Because of our increased maintenance costs, Fr. Mike is asking AOB for relief from the cathedraticum tax for the total costs associated with the HVAC replacement. Since the total cost exceeded estimates by approximately \$100,000, Fr. Mike’s request for retroactive relief would for \$730,000.
- This tax-free addition helps the budget, but increased contributions from parishioners are needed. Fr. Mike is hoping that HVAC contributors will switch their parish assistance to general parish expenses. The pastoral council had a number of suggestions for increasing funding, including a direct appeal to all parishioners. Fr. Mike is planning a budget presentation in the fall.
- The parish has a new youth minister. Catherine Gallerizzo-Oyster is currently responsible for youth religious education at St. Mary School in Rockville, MD. Catherine has also worked with youth in Portland, Maine. She assumes her duties at HFCC around July 1.
- We need different approaches to increase numbers of volunteers or “disciples” at various parish activities. As an experiment, one of the council members and his wife visited several religious education classes to ask both boys and girls if they would be interested in serving at 5 pm Mass on Saturday. The visits were so successful that approximately 20 new servers have started training and serving at the Saturday Mass. The success of this approach confirms that parishioners will help when asked by someone they know.

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- h. Upcoming parish activities – important events (see Fr. Mike’s comments below)
- i. Status of parish census/directory – update
 - We did not have time to discuss this topic. A suggestion was made to consider doing a census or directory in a different way than in the past.
 - Suggestions were also made to register new parishioners in a more effective manner. Fr. Mike has modified staff duties (see below) to improve some of these essential pastoral tasks.
- j. Advertising chapel – pavers (**not discussed**)
- k. Modification to Good Friday Veneration of the Cross (see Fr. Mike’s comments below)
- l. Addition of weekly scriptural message to bulletin/blast (see Fr. Mike’s comments below)

Pastor’s Remarks – Fr. Mike Jendrek

- a. Steve Harmel is a member of a group assessing potential problems with parish infrastructure. Needed repairs to our facility and associated costs will be considered.
- b. The HFCC golf tournament is scheduled for late September. This event is the biggest fund raiser that the parish sponsors annually. Golfers, sponsors, and contributors of items for the silent auction are needed.
- c. After more than 21 years of service, our parish secretary Donna Wardrup has retired. Donna was essential to parish ministries, and we will miss her knowledge, experience, and help.
- d. The parish strategic plan has been completed for July 2024 through June 2025. We are awaiting Archbishop Lori’s approval. In the interim, parishioners will see changes made to increase signage around our campus, to provide an improved greeter area, to develop descriptions of different parish ministries, and to enhance the HFCC web site, bulletin and blast.
- e. To ensure that the strategic plan is a living document and does not simply reside in a binder somewhere, Fr. is recruiting individuals to function as “champions” for specific activities. The approach being taken was recommended by AOB and is based on project management concepts.
- f. Changes to the parish require that duties of current staff members be modified, or that new staff members be added. Our newest youth (junior high or high school) minister is Catherine Oyster. Mara Barnet is now assistant to Fr. Mike. Mara is responsible for arranging activities that Fr. Mike sponsors as well as maintaining calendars and parish documents. Sara Baron is responsible for managing and improving the HFCC web site, the blast, and graphics. Marilyn Moore is responsible for improving the parish’s use of software. Cyndi Zajic is in charge of fellowship and family ministries. Duties of other parish staff members remain the same. Additional staff may be needed to advertise that Unity Hall and Ryan Hall can be rented for community events and to manage the rentals for maximum benefit to the parish.
- g. Shiadrik Mokum was ordained a deacon May 18 at the Cathedral of Mary Our Queen in Baltimore. Shiadrik served his first Mass as deacon at HFCC on Sunday, May 19.
- h. The new security system in the church building and hall is operational. The system is fob-based (instead of keys) with security zones in the building and with timed entrances for all ministries conducting programs. Fr. Mike has requested that keys for entry doors at HFCC be returned to the parish office.
- i. A request for a FEMA grant to enhance security is currently under review.

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- j. The chapel is open daily for prayer at 7 am and is closed in the evening when Fr. Mike leaves for the day.
- k. Some parishioners have asked that more handicap parking be added in the horseshoe area in front of the doors entering the church. Because of fire regulations and the need to allow more people to drop off mass attendees, that change does not seem feasible.
- l. In response to parishioner requests, Fr. Mike agreed to modify the way veneration of the cross is done at Good Friday services. The goal is to lessen the time parishioners must wait before venerating the cross. Another request was to modify the Holy Thursday procession that takes the Eucharist after Mass to Unity Hall for adoration. Some parishioners wanted the Eucharist to be carried in the monstrance. Fr. Mike pointed out that church liturgical rules require the Eucharist be carried in a ciborium.
- m. Fr. Mike emphasized that parishioner concerns can be conveyed to him via e-mail or by mentioning them to pastoral council members.

Fr. Mike ended the meeting with prayer and thanked the council members for their participation.

The next meeting date (7:00pm, in Classrooms 10 and 11):

- September 25, 2024
- November 20, 2024
- January 22, 2025
- February 19, 2025
- April 23, 2025
- June 25, 2025

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