

St. Paul Parish Pastoral Council

**Meeting Minutes (Approved)
Wednesday, May 1, 2019**

1.0 Call to Order

2.0 Faith Formation (Father)

3.0 Introduction of Guests

4.0 Review of Minutes (January 9) Approved by vote

5.0 St. Paul Parish Business

- Pastor's Report (see Attachment A)
 - Some lessons learned for Divine Mercy Sunday to be applied next year
 - Sherry Malloy: To send Father a liturgical planning sheet
 - Father: Will plan well in advance
 - Donation for Deacon Tritle's ordination. Motion carried. By vote
- Adoption of Best Practice for B&G fund raising: Publish Donation Targets & Designs; Quotes; iGiveCatholic; raise awareness (e.g. banners), etc.
 - Designated envelopes and a possible second collection
- Open Commission Chairs (PL&O, Finance, Education, Liturgy) – Council Members will come back with names who might chair them. We are also developing continuity binders
 - Especially need Liturgy Chair to improved communication flow. And in-turn flow the information down.
 - Patty Alexander considering the position. Consider holding Liturgy Commission meetings immediately following the 1115 Mass. (Kathy, Karen, Vicki, Cassie)

6.0 The Future of the Church/Region

- Regional Lenten Schedule (Stations, Mass, Communal Penance) – Assessment and Adjustments for Next Year
 - Missing Stations books.
- St. Paul parishioners participated as choir members and readers during Holy Thursday and Easter Vigil at St. Brigid
- Knights of Columbus pancake breakfast at St. Paul: \$225 raised plus 39 lbs of food
- K of C requests permission to place a donation jar in the undercroft during the monthly coffee fellowship. Donations dedicated to archdiocesan seminarians.
 - Yes. But proper controls need to be maintained. Need explanation...June is the first. Dan Marion to research.

7.0 New Business

- Council member Chris Kuennen has resigned due to pending PCS
- Deacon Tritle's ordination. Should St. Paul offer a gift? Motion carried for a gift of \$500.
- Should St. Paul request donations/stipend for Mass memorials?
 - Stipend, yes. Only one per Mass. Need to establish an amount and define where the extra goes. Standard is \$5.

8.0 Commission Reports

Building & Grounds (Mike Breza)

- Mike Breza Report
 - Church hot water boiler heating system passed State of Ohio inspection. Certificate will be posted in the boiler room.
 - Beaver Creek Landscape filled and re-seeded areas where drainage was installed. Overall, the grass is growing in well. Mike has located a lawn roller to smooth out the bumps.
 - Bonadies Glass Studio cost estimate to repair the stained-glass window: \$100/section * 3 Sections = \$300.
 - Mike developed a plan for handicap parking to be located behind the parish office building. The plan will be issued to contractors during the bidding process.
 - Held discussions with Xenia Glass and Door on the awning design for the front entrance of Church.
- ***Railing at the top of stairs – completed by Tim McLinden.***
- ***Major Maintenance Priority – Church Pews***
 - Kathy Sanders: Performed some temporary fixes. Thorough maintenance must be completed.
 - Vickie Hoopes: Volunteered to call Mary Help of Christians who recently had their pews re-done
- ***Other Maintenance/Facilities Projects Pending or for Consideration***
 - Painting of railing – Mark Breza may be able to paint
 - Cabinet for the new automated external defibrillator (AED)
 1. Kathy Sanders: will help Mark Breza identify a suitable location
 - Repair of hole in stained glass window. New crack was recently identified.
 1. Vote: \$300. Motioned carried.
 - Quote required for Altar wall/mural refurbishment following completion of tuck pointing
 1. Top priority
 2. Ken Struewing may have a record. Dan Marion to ask who performed the restoration previously.
- ***Maintenance actions deferred to the next fiscal year***
 - Additional handicap parking (~\$11K)
 1. MB completed design so that we can get quotes. Will present to the PPC.
 - Awning (~ \$6K)
 1. MB spoke to Xenia Glass and Door folks for a design. Will present to the PPC.
 - Quote for cleaning the big painting (deferred)
- ***Adopt use of Archdiocesan Maintenance Checklist***

Finance (Open)

- Budgeting for major infrastructure priorities
- Evaluating the need for monthly 2nd collection to increase B&G donations
- End of year report for the bulletin and Council

Parish Life & Outreach (Patty Alexander, Karen McKee, Kathy Sanders, Dan Marion)

- German night (Dan Marion) moved to the Fall (October)

Liturgy

- Position open
- Brad: Status of in-pew Latin prayers and their translations
- Father: Status of funeral procedures & checklist
- Recommendation from the congregation to provide translations of hymns sung by the choir

Education (open)

- Sherry Malloy report: See Attachment B

Cemetery (Ken Struewing)

9.0 Pastor's Comments

10.0 Next meeting – 5 June 2019

11.0 Faith Formation Leader for next meeting

12.0 Adjournment and Closing Prayer

13.0 Council Attendees

Parish Council Members	Role	Attendance
Fr. Andrew Cordonnier, acordonnier@stbrigidxenia.org , tbd	Pastor	X
Dan Marion, dmarionjr@icloud.com , 937-901-4520	President	X
Kathy Sanders, Kathysanders4@gmail.com , 937-272-0413	Vice President	X
Patty Alexander, Trish320@aol.com , 937-767-1844	Member-at-Large	X
Chris Kuennen	Member-at-Large	Resigned
Vickie Hoomes, vbhoomes@aol.com , 937-322-2913	Member-at-Large	X
Karen McKee, caseym1200@yahoo.com , 937-767-4641	Member-at-Large	X
Commission Representatives		
Mike Breza, Michael.breza@prodigy.net , 937-931-5015	Building/Grounds	X
Ken Struewing, kenandbetheen@yahoo.com , 937-767-1388	Cemetery	
Position Open	Education	
Position Open	Finance	
Position Open	Liturgy	
Position Open	Parish Life & Outreach	
Parish Staff		
Sherry Malloy, office@stpaulchurchyso.org , 937-767-7450	Education & Secretary	
Brad Wilson, Finance@stpaulchurchyso.org ,	Business Manager	

Attachment A

5/1/2019

Pastor's Report

- Past Events:
 - Lent went quite well, we had very good numbers at all regional services including our regional penance service.
 - Holy Week was very lovely and thanks to everyone who worked so hard to put it all together
 - We had a lovely, if brief, service for Divine Mercy Sunday. We might be able to expand it in the future.
- Future Events:
 - The next big event on the schedule is Deacon Tritle's first mass. Mr and Mrs Tritle are taking care of the luncheon decisions and Anne and I have met with Dcn Tritle to plan for the mass. We expect many visitors for that mass.
 - In regard to Dcn Tritle's first mass, I would like to take a deliberate vote on whether or not to give him a donation as a gift. We have unused funds in the budget that could be used for this purpose.

+Fr Cordonnier

Attachment B

RE/YM Activities(ish) May – August 2019

May:

- May 5: planting Mary Garden during PSR; May Crowning of statues prior to mass; this year outside statue as well as inside statue
Need more help with Friends Care?
- (Office closed on May 9th for regional staff training)
- May 12: Mother's Day (anyone giving out pro-life stuff?); First Communion during the 11:15am Mass; Baptism of Dudukovich baby during Mass; **families will take up lots of space**; pictures prior to Mass; reception in Undercroft after Mass
- May 19: recognition & blessing of graduates at 11:15am Mass; Graduation Fellowship Breakfast after Mass (filling out cards for Newman's Center Ministries to "keep kids Catholic")
1:30 Mass of Thanksgiving for Fr. Jedidiah Tritle; reception to follow; budget of \$500.00 (Suzann Blanton has offered to help me)
- May 30: YS HS Village Graduation Pancake Breakfast; should still be at the AME church; set up at 8:00am, feed students after 10:00am; waiting for speaker to acknowledge emails requests
- ? is May 30 St. Brigid 8th grade graduation or is Fr. having Latin Mass for Ascension?
- Parent meeting about regional Confirmation (February 1, 2020)

June

- June 1: noon – 3:00pm Mason Family is using the Undercroft for Graduation party
Confirmation service hours count from June 1st
- June 2: regular Coffee Hour & Friends Care
- June 10th Regional VBS at St. Brigid this week?
- (June 15: Street Fair)

- June 23 is Corpus Christi; planning on having Eucharistic Procession with canopy around park; need poles; police bumped it to zoning; still trying to get zoning person from Village to return calls; will also need four healthy, strong (young) adults to carry the poles for the procession

July

- Regular Coffee Hour & Friends Care
- (July 4th: Office closed federal holiday)
- July 21st: Alvarez First Communion

August

- Recognition of anniversaries at Mass; passing out any certificates from the Archdiocese for significant milestones (if applicable); special Coffee Hour; regular Friends Care
- Begin registrations for PSR for 2019/2020
- (August 15: Office closed for Assumption)

Regional Confirmation Mass is on Saturday, February 1, 2020

Regional Confirmation Retreat is November 15 & 16, 2019 with NET