

**Holy Spirit Church Parish Council Meeting Minutes**

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**1. Attendance**

- 1.1 In attendance: Fr. Anthony Dill, John Ciardullo (Chair), Carla Christy Gallo (Vice-Chair), Katie Rohrbach (Secretary), Rob Shelton, Renee Amelio, Lisa Haus, Becky Messimer, Susan Kelly-Dreiss, Ed Burns, Barb DiBrito.  
 1.2 Excused Absence: Bill Lavage, Janet Parks, Brittnei Eckert

**2. Minutes**

<b><u>AGENDA/TOPIC</u></b>	<b><u>NOTES</u></b>
1. <i>Open with Prayer</i>	<ul style="list-style-type: none"> <li>• Opened with Psalm 23</li> </ul>
2. <i>Finance Report (Marc -presented by Janet)</i>	<ul style="list-style-type: none"> <li>• March we should be at 75% of our budget. Sunday income is at \$469,621.04 which is 78.81%.</li> <li>• We budgeted \$15,000 for Easter and as of this past Sunday we have \$11,650.</li> <li>• Fish Fry Income for March was \$43,262.20 – total income for Fish Fry was \$65,826.42. There were individuals that were giving substantial monetary tips for the event because they like it so much – some were non-parishioners. Fish Fry Expenses for March were \$18,028.90 with total Expenses for Fish Fry \$35,135.51. Our profit for FF was \$30,690.91</li> <li>• Total Operating Income is at \$691,162.99 which is 86.28% of budget. Our income is remaining above budget.</li> <li>• Expenses: Operating Expenses are below budget at \$513,774.87 which is 70.66%.</li> </ul>

	<p>Capital Expenditures is over budget at \$159,852.71 which is 145.32%. Most of this overage was covered by private parishioner donations or withdraws from Cost &amp; Replacement Savings.</p> <p>Pavilion we have been using the funds that come in each week to cover as many expenses as we can and then Cost &amp; Replacement Savings for any additional. We just dug the trench and laid the gas line to get ready for next year's budgeted item, the heat for the pavilion.</p> <ul style="list-style-type: none"> <li>• <b>Budget:</b> The Finance Committee will be meeting to finalize the budget for 22/23 and we will submit it to the Diocese by the end of April.</li> <li>• <b>DAC</b> DAC for 2022 is \$98,396. To date we have \$40,264 collected. We will be sending an email to all parishioners who we have email addresses for and will be talking about it from the pulpit. We budgeted for a shortfall</li> </ul>
<p>3. <i>Review/Edit/Approve January Minutes (Council)</i></p>	<ul style="list-style-type: none"> <li>• Susan motioned to approve March meeting minutes and Rob seconded – motion approved.</li> </ul>
<p>4. <i>Synod on Synodology</i></p>	<ul style="list-style-type: none"> <li>• Identified local characteristics that had the most positive influences – Journeying together is where our parish shines.</li> <li>• Sharing of concerns and worries was imperative to Synodal process such as issues for teens or individuals who have left the church.</li> <li>• Summarized our Town Hall, which centered around listening to testimonies. Most people were surprised that it was more about parishioners providing experiences and testimonies.</li> <li>• Discussed focus group responses from teens.</li> <li>• Discussed the possibility of future town halls. Perhaps establish an agenda for future town halls as well as generate future surveys to keep gathering information.</li> <li>• Synodal directions for the dioceses were also presented during this meeting.</li> </ul> <p><b>ACTION ITEMS:</b></p> <ol style="list-style-type: none"> <li>1. How do we make teens comfortable with Parish events and identifying as Catholic? Kids/teens identified that they like more service projects.</li> </ol>

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	<p>2. Determine game plan to present PDF of Survey Results as well as Executive Summary from Susan within the Synod Section of the Website. Perhaps have a section in the bulletin to highlight Survey Answers/Results. Also send an email out the families that have active emails through the parish directory.</p>
<p>5. <i>Youth Ministry Update</i> (Katie Rohrbach)</p>	<ul style="list-style-type: none"> <li>• Katie presented information from meeting with Encounter Church Youth Ministry.             <ul style="list-style-type: none"> <li>○ Dedicated youth space.</li> <li>○ Three groups: Junior High (meet on Thursdays), High School (small interest groups), and Young Adults (meet on Thursdays).</li> <li>○ Planning occurs in the summer and maps out schedule for entire year.</li> </ul> </li> <li>• Was suggested that Ed mimic his current schedule for the middle school age.</li> <li>• Father would like to have a high schooler organizer a gathering and invite other high school students to see the attendance we get.</li> </ul> <p><b>ACTION ITEMS:</b></p> <ul style="list-style-type: none"> <li>• N/A</li> </ul>
<p>6. <i>PC</i> <i>Elections/Nominations</i></p>	<ul style="list-style-type: none"> <li>• Current Nominations: Mark Totaro and Michelle Emerick</li> <li>• Still prepare and print bios in Bulletin and barring any major objections, both will be on council next year.</li> </ul> <p><b>ACTION ITEMS:</b></p> <p>N/A</p>
<p>7. <i>Other Ministry</i> <i>Updates</i></p>	<ul style="list-style-type: none"> <li>• Welcoming committee             <ul style="list-style-type: none"> <li>○ Since our last council meeting, we have had fifteen adults and thirteen new children.</li> <li>○ Are now going to start giving out the gifts of the Holy Spirit Ornament to new parishioners starting in May.</li> <li>○ End of the month Welcoming committee invites the new families to come to the welcome table at the end of Mass and get their ornament.</li> <li>○ Would like to propose a ministry fair in September. Would ask all ministries to have a table.</li> </ul> </li> <li>• Grief Support Ministry             <ul style="list-style-type: none"> <li>○ Started on 10Mar2022 and proceeds for ten sessions, ending on 12May2022.</li> <li>○ Utilizing the book and journal from Alan Wolfelt called "Understanding your Grief"</li> <li>○ Hoping to start another 10-session grief support in Sep2022.</li> </ul> </li> </ul>

	<p><b>ACTION ITEMS:</b> N/A</p>
8. <i>New Business</i>	<ul style="list-style-type: none"> <li>• Janet would like to send a letter to parishioners that have not utilized donation envelopes/given in the past 10 years with the intention to determine which families should still be receiving envelopes. Suggested that the letter states: “we notice you have not used your envelopes recently, therefore, we would like to know intention for using the envelopes moving forward” <ul style="list-style-type: none"> <li>○ Janet would be sending to approximately 100+ homes.</li> <li>○ If the recipient does not respond, then Janet would stop sending envelopes.</li> </ul> </li> <li>• Stained glass window examples were passed around. <ul style="list-style-type: none"> <li>○ 13Jun meeting with stained glass artist and the artist that drew the windows to look at the windows to develop a plan and timeline for implementation.</li> <li>○ Aim to do three a year and father will incorporate into his homily as they are completed. If we do 3 a year, should take approximately 2.5 years.</li> <li>○ We will try and repeat colors throughout – thematic color scheme.</li> <li>○ First window will hopefully be near the baptismal font.</li> <li>○ \$18,000 a window.</li> </ul> </li> </ul> <p><b>ACTION ITEMS:</b></p> <ul style="list-style-type: none"> <li>• N/A</li> </ul>
9. <i>Closing Prayer</i>	N/A

**3. Parish Council Ministry List**

MINISTRY	LEAD	EMAIL	PC CONTACT
Adoration Chapel	Tina Kowalski	adorers@hspalmyra.com	Carla Christy Gallo
Adult Faith Study	Dan Colón	prep@hspalmyra.com	Becky Messimer
Altar Ministry / Lector	Kathie Bertrand	altar@hspalmyra.com	Rob Shelton

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Arimatheans	Janet Binner	arimatheans@hspalmyra.com	Renee Amelio
Benevolence	Anonymous	Anonymous	Susan Kelly-Dreiss
Bereavement	Janet Binner	bereavement@hspalmyra.com	Renee Amelio
Blessed is She (Women's group)	Heather Moran	blessedissh@hspalmyra.com	Susan Kelly-Dreiss
Buildings & Grounds	Chris Wood	Facilities@hspalmyra.com	Rob Shelton
Caring Ministry (homebound)	Muriel Farrell	caring@hspalmyra.com	Ed Burns
Cenacle (Marian Movement)	Bernice Bossler	cenacle@hspalmyra.com	Susan Kelly-Dreiss
Choir	Rich Druby	choir@hspalmyra.com	Barb DiBrito
Decorating	Kate Reed	decomm@hspalmyra.com	Barb DiBrito
Festival	Jeff Sommer	Festival@hspalmyra.com	John Ciardulo
Fish Fry	John Ciardulo	fishfry@hspalmyra.com	John Ciardulo
Health Ministry	Dolores Marencic/ Maryellen Druby	health@hspalmyra.com	Carla Christy Gallo
Jr Youth Ministry	Ed & Robin Burns	jryouthministry@hspalmyra.com	Ed Burns
Knights of Columbus	Tom Seltzner	knights@hspalmyra.com	Rob Shelton
Legion of Mary	Jim Simpson	legionofmary@hspalmyra.com	Katie Rohrbach
Marriage Mentor Couples	Fr. Anthony Dill	pastor@hspalmyra.com	Barb DiBrito

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PREP (Rel. Ed)	Dan Colón	Prep@hspalmyra.com	Becky Messimer
Prison Ministry	Doris Witmer	prisonministry@hspalmyra.com	Lisa Haus
RCIA	Josette Houri	rcia@hspalmyra.com	Brittni Eckert
Respect for Life	Art Bond	life@hspalmyra.com	Ed Burns
Second Quarter Ministry	Fr. Anthony Dill	pastor@hspalmyra.com	Brittni Eckert
SHINE Christian Fitness classes	Tina Kowalski	shine@hspalmyra.com	Carla Christy Gallo
Sparkling Hearts	Tina Kowalski	sparklinghearts@hspalmyra.com	Carla Christy Gallo
Threads of Hope	Rebecca Kennelly	threads@hspalmyra.com	Susan Kelly-Dreiss
Ushers	Glenn Ward	ushers@hspalmyra.com	Rob Shelton
VBS	Dan Colón	Prep@hspalmyra.com	Becky Messimer
Welcoming Committee	Lisa Haus	welcome@hspalmyra.com	Lisa Haus
Women's Ministry Network	Susan Kelly-Dreiss	wmn@hspalmyra.com	Susan Kelly-Dreiss
Youth Ministry	TBD	TBD	TBD

**4. Current Goal List**

Primary goal is to facilitate communication between the pastor, parishioners, and Diocesan Church to promote the mission of the parish. This would include institutional knowledge and current needs as seen by parishioners at large.

**1. Communication**

- a. Between parishioners and pastor

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- b. Between Office Staff and parish
- c. Networking about events and groups
- d. Between parishioners and community
- 2. Groups
  - a. Faith sharing
  - b. Ministries
  - c. Youth
  - d. 30-50 years old
  - e. Intergenerational, inter-ministry
  - f. Grieving
- 3. Sacraments
  - a. Baptism Prep
  - b. Wedding Prep
  - c. Funeral Prep
  - d. Facilities priority
- 4. Benevolence
  - a. More of everything
  - b. Reestablish relationship with Caring Cupboard
  - c. Establish Relationship with Catholic Charites
  - d. Cooperatively helping other parishes/ charities
- 5. Evangelization
  - a. Unchurched
  - b. Ex-Catholics
  - c. New parishioners
  - d. RCIA
  - e. College Students

**5. Future Meeting Dates**

<b>2022</b> June 1
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