

Date:September 16, 2020

Subject:Holy Spirit ChurchParish Council

In Attendance: Father Anthony Dill, Kate Reed (Chair),Janet Parks, Pat DiNunzio, Jeffrey Pallozzi (Secretary), John Ciardullo, Ron Lay, Susan Kelly-Dreiss, Carla Christy-Gallo, Marc Frailey (Finance Chair)

Excused Absence: NA

Minutes:

- Opened with a Prayer – Father Anthony
- Introductions - Kate
 - Introduced Carla & Susan as the newest members of the Parish Council
- March Meeting Minute Approval
 - **Motion:** Moved to approve Mar PC Minutes, seconded, minutes approved with submitted corrections.
- Finance Report – Marc Frailey
 - Ended the year at \$86K balance
 - Setup for 2020/21 projects nicely
 - Online giving has increased during pandemic
 - Balance is \$93K as EOM August. Moving portion into general savings
 - Lenten Appeal shortfall \$35K as EOM June 2020. Budgeted \$18K shortfall but we should be able to recover shortfall from other funds
 - Donated \$5K to St Benedicts in Lebanon
 - Finished work on east end parking and waiting for part to arrive for handicap doors to complete installation
 - Pat questioned cost for doors. Janet to review and share
 - Preparing quarterly report for the parish for July-Sept
- Update on Covid Team – Father
 - Team of healthcare and risk management professionals supporting father in decisioning making as it relates to church activities.
- On-line Parish Directory – Ron
 - Ron shared and walked through the On-line Parish Directory. You can add committees etc
 - It displays name, address, email, phone and photo if uploaded
 - Barb and Ron are reviewing information submitted
 - Participation is low, are there other ways we can advertise.
 - Emailed 125 KofC

- Father indicated we can add link to online mass
 - Janet voiced concern this would include non-parishioners and not ideal
 - Kate suggested mail advertising/postcard
 - Ron and Barb will engage groups/committees in the future
 - On Parish webpage and included in Father's letter, also included in the bulletin
 - If you use the online directory to solicit business you will be kicked out of directory
- Update on Pavilion - Father/Janet
 - Pat- 20' x 42' concrete padded pavilion being designed in the section with slightly pitched roof in the grass to the right of old church. Trenched pipes for water when parking lot was paved. Will include electricity and fans. 10' of clearance and outdoor speakers to be installed, drive up access included in design
 - Half to be completed commercially with KofC completing the other half led by Art Bond
 - Obtained permits and specs and addressed water runoff with grass areas
 - Goal is to start in Sept and finish by end of October 2020
- Recap of Council Decisions since March 2020 – Kate
 - Notified and worked with bringing new parish council members on board
 - Addressed questions virtually regarding concerns related to converting to yellow and green phases
 - June requested feedback for mass times and council members provided feedback
 - Pat – Last few weeks have seen increased attendance topping out at 144 for 11AM in August. 8:30AM mass had 93 this past week
 - July requested feedback on opening church to meetings (inside/outside)
 - In August requested feedback regarding 8:30 AM mass on Sunday
- Prep Instructions During Covid – Kate
 - Prep started 9/13. Virtual and in person sessions
 - 6th Grade conduct virtual learning schoolers being led by John and Eileen Ciardullo
 - 15-20 parishioners are mentors for middle
 - Kindergarten – 5th grade formation is in-person learning
 - 160 in person and 100 online students
 - All staff, parents, students must wear masks or face shield. Class size is limited and seats arranged to allow for proper social distancing
 - Staff and volunteers are required to conduct a self-check
 - Parents expected to evaluate children before bringing to in person learning
 - CRE has asked that any parents who feel update children's emergency contact info prior to start of prep.

- Re-assign PC Ministry Liaisons – Kate
 - Walked through ministry for items they would like to report
 - Adoration – Kate
 - Cenacle-Susan
 - Adult Formation – Carla
 - Health Ministry – Carla
 - KofC – Pat
 - Prep – Carla
 - Prison Ministry – Kate
 - Shine/RCIA/Respect for Life – Jeff
 - Sparkling Hearts – Kate
 - Threads of Hope – Susan
 - Ushers – Pat
 - Vacation Bible School – Carla
 - Women Ministries - Susan

- Yearly Events Schedule – Father/Janet
 - Father wants to know what events we should prioritize
 - Pat – KofC to review/discuss wine and cheese and if we can do it in Nov
 - Recommend we outline plan to be CDC compliant if we move forward
 - Consider hosting outside or if inside having a designated seating arrangement
 - Recommend plan be submitted on all social events to Covid committee and Parish Council
 - Pat – Coats for kids program w/clothing drive. This year coats only for 2020 around Thanksgiving. Collection to be held outside and in bins
 - John – Fish Fry would be takeout only
 - Kate – Could Covid Team draft a procedures
 - Jeff to draft questionnaire and run by Carla/Kate for consideration
 - Motion: Carla motions to draft questionnaire to present to ministries and Pat seconded. All supported, no opposed
 - Susan – Women’s Ministry boxed lunch
 - Janet – Bethlehem Mall 100% virtual

- Frequency of Mailings to Parishioners – Janet
 - Consider increasing mailing as we are getting a good response to mailings. Father did a letter with a palm and 2nd letter when we opened mass. 3rd letter when we opened 8:30 AM.
 - Group agrees with continuing sending the letter
 - Susan - Women ministry email blast did not reach most members
 - Agree – we should continue with letters at Father’s discretion

- Other Business

- Jorge was in the Deaconate program. He will preach every other month to start out. Father to request PC feedback/input
 - Consider starting 1 daily mass in Spanish once a week and have Jorge participate
 - Parish Council supports this initiative
 - Chris indicated Parish Council should consider replacing side pews/kneelers because there is not enough gap between kneeler and pew in front of you. Estimating \$2K a pew and potential \$50K cost. Parish Council did not make
 - Consider adding a track/slider versus folding kneeler. This could create issues for person in front of the pew
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- **Conclusion:** Meeting adjourned with prayer. Next meeting Nov 11, 2020