

# St. Patrick's Pastoral Council Meeting

May 28, 2013

## **Members Present:**

Fr. Pedro	Deacon Marc Washburn	Fr. Jim Deaconson	Fr. Steve (excused)
Fr. Paul Hudson (excused)	Wendy Nassour	Ruben Carlin	Luisa Lerma
Aloysius Okorie	Donna Brandel	Hank Thoresz	Edward Sadler
Keith Moore	Janet Gallagher		

## **Members Not Present:**

Debbie Charbonneau

Opening prayer led by Father Pedro Garcia

1. Review and approval of previous meeting minutes- Made changes to minutes. Minutes were approved with changes.
2. Intro to Father Jim Deaconson. He is the Parochial Vicar to be at St. Patrick's full time. He will be the spiritual and pastoral priest. He reports to Father Michael, who is also at St. John Vianney.
3. Father Michael will start as lead pastor here on July 1, 2013.
4. Keith Moore was appointed to be Liason to the Finance Committee effective immediately.

## Old Business:

1. Report on Membership roster-Hank
  - Currently have 598 families in the parish. There are 233 which have not been confirmed via e-mail, phone, or internet access.
  - Will send Cavan letters to all to confirm their membership at St. Patricks. Whomever does not respond will not be counted as church members. It is required for them to respond to the Cavan letter. The final membership numbers will be based on those returned along with the other families that have already responded.
2. Offertory Program- Father Pedro
  - Reviewed the guidelines of the program (sorry I didn't get the details here)
3. PC guidelines and by-laws- Keith, Hank
  - Contacting St. Williams and St. John Vianney, though no response from them at this time
  - Keith, Ruben, Ed - joined to form an ad-hoc committee to create the by-laws. Will continue to collect info. They will need to consult with Fr. Michael to be on his calendar for a retreat to set up structure. Hank will provide Keith with a copy of the by-law documents received from Adam Shaivitz, president of the St. Elizabeth Pastoral Council
4. Update on Marketing Ministry - Wendy

- Goal is to increase parish participation, increase parent involvement, increase youth involvement, and increase community awareness and involvement
- Several possibilities for opportunities to achieve goals were considered;
  - Fundraisers, adoration, festival, community opportunities such as Police Association, Hutto Newspaper ads, Relevant Radio, downtown 'Trunk or Treat', permanent sign for Hwy 79, permit for door to door advertising, getting a booth at Hutto Old Tyme Days.
  - All issues were discussed and three were targeted to get started
    - Relevant Radio- its free advertising. Laura Cowen knows a contact
    - Downtown "Trunk or Treat" - have parishioners donate candy and hand out on Halloween.
    - Adoration- start with a Holy hour 1X a week, make meditation available, accessible in a safe way, We will table this and revisit this in August, 2013

Note: Father Jim wants to visit with City Council members that attend our church for a lunch, joined by Hank and Wendy on July 6,7 weekend.

5. Office Staff/management- FT or PT for secretary - Fr. Pedro
  - PT most possible - expenses, activity level in the office, the number of phone calls, duties for the bulletin, etc...
    - Discussion of traditionally PT or FT position- 28 hours/week needed. Revised office schedule is proposed by Fr. Pedro,
      - Position will be paid hourly. Wages will be competitive with local businesses.
      - Office closed on Mondays, open Tuesday-Friday. See attached schedule for details.
      - Beth Boren, current receptionist, will respond as to whether she will accept this schedule.

#### New Business:

1. Permanent Meeting schedule- Hank
  - Meet the last Tuesday of the month unless a holiday or residing priest has a conflict. Hank will publish a meeting schedule.
  - Monthly meetings vs. Quarterly meetings - quarterly meetings use more ad-hoc committees. Monthly meetings require a pastor to attend more often.
2. Permanent Secretary- Donna Brandel
3. Other questions, concerns, issues-
  - Establish a captain of different groups to be responsible to head committees or ministries
  - Question about possible land sale to raise money- cannot do; it is up to the Diocese to buy and sell land to have the church property the right size to grow the church. The

Next Meeting is June 25, 2013 @7:00pm  
Meeting closed with a prayer by Fr. Pedro at 9:30pm