

# **Church of the Holy Spirit**

## **Pastoral Council Minutes for**

August 25, 2011

Chairman Mark Schultz convened the meeting at 7:05 p.m. and Monsignor Troncale opened the meeting with a prayer.

Present: Raymond Gueret, Pat Barranco, Arleen Alexander, Maria Nolen, Mark Schultz, Jim Gatz, Harold Dobbs, Terry Barber, Monsignor Troncale

Guests: Father Driscoll, Deacon Hellman

Excused: Steve Barranco (on hiatus because of audit), Brian Bonikowski, Ellie Burden, Janet Beard

A motion was made, seconded and passed unanimously to approve the minutes as written for the July Pastoral meeting.

Mark pointed out a new format to the meeting: we will receive the minutes within a few days from Maria to give everyone the opportunity to look them over, send in corrections and/or additions. After which Maria will re-send the corrected copy to Mark and he will send them via e-mail to all members along with the agenda to expedite the meeting process and have a better means of communication. Make sure that when we reply, we 'reply all' so everyone can view the message. Mark asked for a motion to this new format which was unanimously passed.

We will return to the third Thursday of the month for our meetings.

1. BITS Updates and Groundbreaking Ceremony: Msgr. Troncale thanked all involved on this day which included the Finance Council, Building in the Spirit committee, Pastoral Council, Ground breaking committee, and Mary Kelly from Montgomery Catholic Preparatory School. Arleen commented that because of the new school year starting, Mrs. Kelly was behind in getting the press release and photos about the ground breaking ceremony to the local newspapers and magazines, but sent the information earlier in the week to the local newspapers. Mark commented that an article had since been seen in some of the local newspapers. Msgr. Troncale talked about the information on the Holy Spirit Church's web page. There are pictures and a video about the ground breaking and interviews with Msgr., Fr. Driscoll, and Anne Ceasar on the site for all to view. The Building in the Spirit committee suggested to Msgr. that he do an IRIS call to all parishioners this weekend to express his thanks for efforts that all have made toward donating to this cause. He also noted appreciation to the committee for their Phone-a-thon to encourage parishioners who have not yet participated in donating to the campaign. We are looking to get a 100% from the parish. He also mentioned that this was a pastoral concern as well to reach those who have not been active in the parish.

Concerns were brought up about the condition of the main entrance. Msgr. mentioned that the construction crew was trying to smooth it out each time to make the drive as comfortable as it can be. Parking issues were another concern of the council.

It was suggested that if the building committee could give updates in the bulletin to the parish concerning these issues that this would be a great benefit and communication tool. The topic of the traffic light on Vaughn Road was brought up. Another topic about the safety for drivers when this process is completed will be to have discussions with the Transportation department of Montgomery, Wynlakes neighborhood, and other neighborhoods to assist in getting a traffic light up in front of the Church. The question was brought up since a school was being built should the Church have to pay for the light? Along with this is the issue of a de-acceleration lane.

2. Pictorial Directory Update: Raymond reported that the final dates for taking pictures had a good turnout. 233 families responded from both settings. Next step is to come up with the front page design and what to put on the activity pages. The pictorial directories should be ready by the first of December. Discussion at tonight's meeting was how to handle those who did not take their picture. There will be 300 free directories to those who took their picture; a possible \$5 charge to those who did not have their picture taken. Those who wish to turn in their own picture for the directory can still do that, knowing that their picture will be put at the end of the directory. It was commented that this information be conveyed to the parish through the bulletin. Raymond will check to see how we can order the directories in what denominations. It was suggested since we will probably have a 2 week turn around on delivery; let's get closer to the date a number before ordering. This topic will be discussed at the September's meeting.

3. PC Liaison to Finance Council: Mark suggested that Terry would be a good candidate for this since he just finished his appointment as a Finance Council member. Terry accepted and the council approved. Terry explained to the council about putting in place a maintenance plan for the air conditioning units and other large appliances and machines on Church property. There is also some interest in looking at the possibility of having one contractor to contact for service. Msgr. mentioned that Edwards Heating and Air is the contractor for all the buildings except for the Church which is Capital Refrigeration and Bradley will be for the school. Terry also brought up the conditions of the Church roof that requires repair/replacement. Due to the different materials that could be chosen, cost varies from \$51,000-72,000. The finance council will be looking at setting aside monies for these expenses and improvements. There are three major contracts going on at Holy Spirit: one to Regions Bank, two with the contractors for infrastructure and laying the slab for the gym and cafeteria. Terry did say that we are financially in good shape. Arleen made the suggestion that the building committee should be a standing committee until project is completed.

4. First Friday-First Saturday Adoration: Arleen commented that she left a few things out of last meeting since she did not have her notes. She suggested that the Liturgy committee might take this over, each of the 54 ministries take a month, keep it the way it is, or to make the change of having the Friday night Mass and adoration until 1:00 p.m. It was suggested that a survey be taken after August 28, 2011 Masses since the Homily would be on adoration. There is a need for someone to take this responsibility in order for it to continue.

5. Name tags for new PC members: Raymond will get on this and provide new members with their name tags at the September meeting.

6. Msgr. mentioned that Steve Barranco wanted to resign due to the fact that there could be a possible audit that his company, Wilson Price, may conduct. Terry mentioned that the financials looked well, that it is a possibility that Steve's company may not be needed and he could stay on the council.

#### New Business

1. Stewardship Sunday: Msgr. stated that Stewardship Weekend would be September 17 & 18; this will only be for time and talent. We could either do the tri-fold pamphlet where parishioners would check what they wanted to do, put a correction sheet in front of the booklet to inform of changes made, or have tables set up in the gallery and the parish hall where a representative from each ministry could inform people about their ministry, a kind of ministry fair. Msgr. Troncale asked if the pastoral council could be there that weekend to monitor the activity. We are asking two at each Mass. Mark will send out an e-mail to see which Mass we would attend. Msgr. Troncale also mentioned that the Stewardship Committee was currently without a chairman. It was suggested that Msgr. ask those who were nominated for Pastoral Council, but not elected to see if they would want to chair the Stewardship committee. Motion was made to have the Stewardship Fair and it was unanimously approved. September 21 the Welcoming committee will hold a Wine and Cheese for the new comers and introduce them to the ministries of the Church.

2. 2012 Budget Preparation: Discussion for next year's budget will be discussed next meeting. The finance council is looking to see which priorities we will set for the upcoming year.

3. Terry brought up the 10<sup>th</sup> anniversary of 9/11. Msgr. said that the Knights of Columbus will sponsor a Blue Mass that weekend

4. Parish picnic in October??? There will not be a picnic this year due to the education complex construction.

5. There will be receptions for Msgr. Troncale on September 24 & 25 and Deacon Hellman on September 25.

Next Meeting: September 15, 2011

Closing prayer by Msgr. Troncale

Mark Schultz adjourned the meeting at 8:40 p.m.

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