

St. Mark's Parish Council

February 7, 2011

Meeting Minutes

Attendees: Fr. Joe, Jeff Culbert, Brigitte Kwasnicki, Meg Marino, Tom McCloud, Kevin O'Shea, Ed Parker, Nancy Sullivan and Jeanne Yannuzzi

Opening Prayer

Introduction of New Members –

- Brigitte Kwasnicki and Nancy Sullivan have joined the Council replacing Sharon Donovan and Mary Scarda whose term expired. Welcome Bridgette and Nancy and thank you to Mary and Sharon.
- Fr. Joe walked the new members through the committee terms and membership status.
 - Including Fr. Joe, the Counsel consists of 11 members with 3 year terms.
 - Eight members are selected by Fr. Joe with the intention of getting representations from a cross section of our parish community.
 - Two members are elected by the parish.
- Copies of the Parish Council Constitution were distributed to all members for new members to familiarize themselves and existing members as a refresher.
- Fr. Joe discussed the overall meeting processes.
 - Normally the council is in agreement on decisions, but if needed a vote will be taken regarding issues facing the parish.
 - A quorum is required for an official meeting and for any decisions to be made.
 - Council meeting minutes are posted on St. Mark's website.
- Council member pictures are also on web site – new members pictures were taken by Fr. Joe at the close of the meeting.

History of PAC –

- Ed Parker provided the committee with a brief history of St. Mark's Parish Council.
- Council began 10 years ago, and had various phases through the year
- Since Fr. Joe has joined St. Marks, the Council has had a large impact.
- Parish Councils are optional, but Fr. Joe has found them very helpful in past positions.
- During the early years of Fr. Joe's tenure the council developed a SWOT (Strength Weaknesses Opportunities and Threats). From this were developed actionable items categorized as near, medium and long term.

Financial Report –

- Fr. Joe asked the committee for feedback on the Financial Review provided at Sunday's masses.
- The Council Agreed that the message was favorable and that it is good to see year over year improvements in St. Mark's Financial position.
 - Online given has increased to 40 parishioners from 9 a year ago. This option for donating is invaluable to the Parish and provides steady funding.
 - Revised CEC tuition program has helped and the parish no needs to add funding to the CEC program from weekly donations.

- o Unlike prior years St. Mark's has not had to use savings to pay operational expenses.
- While St. Mark's has turned a corner, we are not quite reaching the weekly goal.

Lenten Programs -

- During Lent St. Mark's will offer a program on three consecutive Wednesday nights. Mass at 7:30PM followed by spiritual discussions led by members of the Cornerstone Retreat Ministry.
- It is possible that this may be extended to additional Wednesday's with the support of St. Mark's Women's Bible Study Ministry.

New Translations/Changes Mass Plan

- As a result of Vatican II, many of the Latin to English Translations used by the Church were intended to be temporary.
- Over the course of the last 10 years, all English Speaking Roman Catholic Dioceses across the world met and came to agreement on the true translations to be used by the Church.
- The results are the "Third Edition of the Roman Missal"
 - o Most of the changes impact what the Priests will say during Mass.
 - o Minor changes to parishioners responses and prayers will also be implemented.
 - o Changes will take effect during the first week of advent 2011 and between then and now Bishop Arthur has asked each parish to develop a plan to implement.
 - St. Marks will begin with Liturgical Ministries, through the CEC program, and through Fr. Joe discussing these changes with Parishioners at Mass.
 - St. Mark's has also secured four page pamphlets with the changes that will impact parishioners. These will be distributed through CEC and in the pews at Mass. Additionally, the new misalettes will contain the new prayers and responses in time for the official change.

Meeting Schedules -

- Fr. Joe asked the committee members if the current schedule still makes sense for all members. The committee agreed that the first this would be best data for all
- Fr. Joe pointed out that initially the committee met monthly, however the Parish has been more stable in recent years and monthly is no longer a necessity. The committee will continue to meet regularly but not as frequent.
- A minimum of four meetings per year is required.

Other -

- Ed Parker has served as the Chairperson of the PAC for a number of years and has indicated to Fr. Joe he would like to pass these duties on to another member. Kevin O'Shea has agreed to become the PAC Chairperson.
- The council discussed the potential of doing an open council meeting in June
- This was done in 2009 and the parishioners responded favorably.
- "Seven Simple Steps to Make Parishes Shine" will be distributed to members as will the SWOT analysis ahead of our next meeting to review and plan for Open Committee Meeting in June.

- Due to scheduling conflicts the Counsels next meeting will need to be on March 29th or April 6th. An e-mail will be sent to Council members for a vote.