

**Our Lady of Perpetual Help Parish**  
**Pastoral Council Minutes**  
**February 2, 2010**

**Present:** Father Arnold, Father McLean, Chuck Steele, Adam Novotny, Crissy Reid, Laura Randazzo, Jackie Pellegrino, Barb Smith, Lisa Sliker and Bernie O'Neill

**Absent:** Bill Sharp and Art Minadeo

**Opening Prayer:** The opening prayer was given by Father Arnold.

**Review and Approval of Minutes:** The Minutes for the January 6, 2010 meeting were approved.

**Pastor's Report:**

- 1. Land sale update:** A town hall meeting took place on January 20<sup>th</sup> for the purpose of sharing all information on the failed land sale deal with the parishioners and to answer any questions they may have. On January 26<sup>th</sup>, Father Arnold, Todd Arterburn, Al Brasauskas and Chuck Steele met with members of the Archdiocese including the Facilities and Properties Committee and the Finance Manager to discuss the health of our parish. The Diocese is trying to work out a fixed monthly payment plan for OLPH.

Father stated that great steps have already been taken throughout the parish to cut costs. He created a to do list to help further which includes speaking to parishioners about considering an increase in their weekly contributions and discussing ways to trim costs even further and spend more efficiently without affecting our ministries.

- 2. Visit from Father Murat Dorcent from Haiti:** \$13,000.00 was collected after the weekend masses for the victims of the Haiti earthquake and Father Arnold added another \$10,000.00 to that amount from an account earmarked for long term aide to Haiti.

There was a party to honor Father Murat at the Arterburn's house on Saturday night and a reception in Harrison Hall on Sunday, both of which were successful. Father Arnold expressed his gratitude to Jackie Pellegrino and Crissy Reid for all of their hard work in organizing the reception.

- 3. School roof:** Father is in the process of getting another bid on the school roof, drainage, etc. that will need to be done in a few years.

**Status Reports:**

- 1. Finance Committee report:** Per the attached Statement of Operations dated July – December, 2009 the parish is operating efficiently. In light of the fact that the weekly

and Christmas offertories are down there is a possibility that there will be a deficit by the end of the year. Father Arnold suggested that we do an annual appeal for increasing tithes. Laura suggested encouraging parishioners to use Faith Direct in order to increase the weekly offertory.

- 2. Parish Census/Master Email Address List:** Lisa and Crissy met with Bill Glover and his staff about converting our databases to ParishSoft. The plan is to have parish validation in March which could potentially be very costly. Jackie suggested that we set up seven alphabetical stations in the back of church. At these manned stations, parishioners could pick up their user i.d. numbers and their passwords and then validate their information on-line from their homes. This will significantly save on postage. Everyone agreed that this would be the most cost-effective approach. In order for this to work, we'd need 35 volunteers to man the tables and distribute the information. Chuck recommended that we put a notice in the bulletin prior to the date of validation. Lisa stated that they will need a core group of volunteers to help with tasks like stuffing envelopes, etc. and would like the group to include Pastoral Council members and other parishioners.
- 3. Hospitality Committee guidelines:** Christine Fontana has volunteered to chair the Hospitality Committee. At this point, we have chairs for the Bereavement Committee (Sister Lorraine) and the New Parishioner Program (Lisa Sliker and Barb Smith). Christine will be meeting with Sister Lorraine next week to discuss what has been done in the past and procedures for the future.
- 4. Facilities Committee:** The Facilities Committee has had an energy audit performed by Christopher Russell and a preliminary capital expenditures schedule developed by Pat McHugh. Father is going to ask the Facilities Committee to focus on capital expenditures first.

#### **Action Items:**

- 1. Adoption of Mission Statement:** The following Mission statement was updated by Jackie Pellegrino, Adam Novotny, Laura Randazzo, Art Mineado and Barb Smith:

“Our Lady of Perpetual Help Church is a Roman Catholic Parish striving to live out our faith by proclaiming the Good News, celebrating the sacraments, teaching, healing and helping those in need, all in the name of Jesus.”

Chuck suggested presenting the above Mission Statement to the Ministries at the roundtable and to the Parish.

- 2. Meeting with “major” ministries concerning Parish Roundtable:** In December, Bill Sharp and Chuck Steele met with Scott O’Leary from the Knights of Columbus to discuss the roundtable and the Pastoral Council’s support. Chuck stated that February 25<sup>th</sup> was selected for the first meeting of the roundtable. He asked that

everyone check their schedules and attend the meeting if able. Lisa suggested that the following ministries be included:

Facilities Committee  
Hospitality Committee  
Pastoral Council  
Catholic Daughters  
Knights of Columbus  
Respect Life  
Legion of Mary  
St. Vincent de Paul  
Men's Cornerstone Group  
Scouting Program  
Angel's Athletics  
OLPH School (Board member – fundraising)

The purpose of the round table is to:

1. Share good practices.
2. Deal with issues such as vying for the same space.
3. Create a sense of community.

#### **Discussion Items:**

- 1. Upcoming visit by Bishop Rozanski on March 3<sup>rd</sup>:** Bishop Rozanski is visiting all the parishes in the vicariate and is scheduled to visit OLPH on March 3<sup>rd</sup>. He will be meeting with the parish staff (as a group and individually), he will tour the school and meet with Mrs. Malloy, and he will speak with the parish corporators, the Finance Committee and the Pastoral Council (from 7:30 – 8:30).
- 2. Nomination Process:** Chuck prepared the attached information sheet about the nomination process. He asked everyone to read it after the meeting and contact him if interested in chairing the Nomination Committee.

**Closing Prayer:** Father McLean offered the closing prayer.