

## Holy Family Parish Council Meeting Minutes – May 23, 2022

**Attendees:** Fr. George Munjanattu, Deacon Pat Wright, Jackie Mudd (Chairperson), Helen Arnold, Jim Gast, Elizabeth Hobson and Becky Morris. **Absent:** Michele Osbourn.

Deacon Pat opened the meeting at 7:00 p.m. with a prayer.

1. The Parish Council members welcomed Elizabeth Hobson as a new member. The Council members each introduced themselves to Elizabeth and then she introduced herself. She and her husband Adam are new parishioners at Holy Family.
2. Revitalization Ideas – As follow-up from the April Parish Council Meeting:
  - Technology Committee – Jordan Mudd and NaomiRose Paulin have undertaken responsibility for Holy Family’s Technology Committee.
  - Website Refresh – Jordan and NaomiRose are working to “refresh” the Holy Family website instead of a total redo. They are working to upload forms that allow the public to register as members or update current member information. They are also trying to activate on-line giving forms. **ACTION ITEM:** Council members were asked to visit other parish websites and send ideas to Jordan, NaomiRose and Jackie Mudd for consideration.
  - Welcomes in the bulletin – Jackie suggested the bulletin’s current format could also use a “refresh.” **ACTION ITEM:** Jackie will ask Jordan and NaomiRose to research “templates” that could be used. Once reviewed and a new design picked, a new master template will be designed for Peggy’s use for the parish bulletin.
  - Internal System for Photos – Photos of parish events are being submitted from various parishioners to Peggy, Jordan and NaomiRose. This restricts use to access for the bulletin and web site. Jordan and NaomiRose are working on a storage solution (suggested they check into Microsoft Office Sharepoint). The office now has new computers so this issue will be discussed with the Microsoft support person on the next visit.
  - Music Improvements – Jackie met with Rachel Booker sharing suggestions from the April Council meeting for improving the music at weekend Masses. Suggestions: occasionally sing the Mass acapella; introduce new music and practice before Mass; have additional instruments at Saturday evening Masses; continue to add choir members.
  - Updating the Parish Directory – **ACTION ITEM:** Jackie and Becky Morris will work on a process to validate/update parishioner information in the Parish Directory.
  - Birthday Letters to parishioners – Currently a letter is sent to each parishioner on their birthday. It was suggested that a more personal card be sent instead (such as a postcard, handwritten note, use Shutterfly to design/print cards). Fr. George would be able to add a personal note. **ACTION ITEM:** Jackie and Fr. George will discuss with Peggy.

3. Updates:

- Outside front sign – The sign is expected to be placed after the picnic in July. The vendor is checking that all materials and required paperwork is complete.
- Awnings at church doors – We have obtained 4 bids for awnings over the six side church doors ranging in price from \$7,000-\$8,000. The Finance Committee is waiting for the Parish Council recommendation before approving the funding. The Council members decided on 4 awnings over the main church side doors and 2 smaller awnings for the chapel (to not mar the view of the church from Poplar Level Rd.). The Council members decided no lettering should be placed on the awnings. Also for consideration is the color and type of mounting. There is concern that some mountings could cause damage to the windows close to the doors and cause leaks. **ACTION ITEMS:** Jackie to notify the Finance Committee what the Council decided to proceed with approving the funding. Jackie will ask the vendor if possible to get material samples to pick a color plus ask Jennifer Zoeller to investigate the types of mountings.
- Use of Flag Poles – Bill Smith is researching flag protocol (pole heights different) for Papal flag, U.S. flag, State flag, etc. Some type of lighting will still be required.

4. Picnic plans are in good shape. Still need soft drink donations.

5. Deacon Pat mentioned that a 5-bedroom property on Cheak Street is going through the zoning/approval process to become an Air BnB. There will be a meeting on June 7<sup>th</sup> at 6 pm at the property to discuss parking and other issues. Deacon Pat plans to attend.

6. Updating Saffin Center contracts – Jackie reported this is still in review. Jackie and Don Coomes are checking into liquor license rules (adding wine?). Once it is determined what can/cannot be added, the contracts will be updated and presented to the Parish Council.

7. Benefit Dinner – it was discussed at the last Parish Council meeting that a fundraiser dinner would be planned with the funds to be used to improve the music program and a new sound system for the Saffin Center. **Details TBD (possibly in August).**

8. Landscaping – **ACTION ITEM:** Jackie to discuss with Tim Seibert any landscaping needs or possible improvements.

9. Elizabeth Hobson mentioned that she works with the Archdiocese with their Young Adult Group Ministry and is available to work with Fr. George and his plans for a group at Holy Family.

10. Deacon Pat still working to bring back altar servers at Mass.

Meeting adjourned at 8:15 p.m. with a prayer by Fr. George. No meeting in June. **Next meeting is scheduled for July 25, 2022.** (Minutes submitted by Becky Morris.)