

## Holy Family Parish Council Meeting Minutes – June 24, 2019

**Attendees:** Deacon Pat Wright, Fr. George Munjanattu, Jackie Mudd (Chairperson), Helen Arnold, Pat Carrico, Jim Gast, Nikki Gordon, Theresa Meehan and Becky Morris. **Absent:** Jackie Bourke **Excused:** Scott Lehmann. **Guests:** Rachel Booker (Director of Music) and Bryan Hoffmann.

Items discussed follow agenda submitted by Jackie Mudd to the Council members.

1. Deacon Pat opened the meeting at 7:05 p.m. with a prayer.
2. Music Book Review – Rachel Booker, with Bryan Hoffmann’s assistance, reviewed new all-in-one liturgy/music books for Council approval to replace current music books and annual purchase of liturgy books. Publishers for the new all-in-one books are OCP and GIA. After listing pros/cons and providing samples of the music in each, the Council members selected the GIA “GATHER” book. Choir copies and accompaniment books will also be purchased. Funding for the books is provided by Bill and Janet Smith in memory of Frances Smith. **ACTION ITEM:** Deacon Pat to check pricing, discounts, and embossing, then confirm with the Smith’s before purchase.
3. Mission Statement – The Parish Council Mission Statement is included at the top of each meeting’s agenda. After discussion, Council members requested Jackie Mudd provide a preliminary re-write for members review and review again in the July Council meeting. **ACTION ITEM:** Jackie Mudd to provide to the Council members a preliminary write-up with suggested updates. Council members to come to July meeting prepared to discuss.
4. Health Ministry – Minutes from the June 4<sup>th</sup> Health Ministry committee meeting had previously been distributed to Council members. Highlights: health surveys; SAFE Environment classes and background checks; Health Fair September 15; new Health Ministry Face Book Page set up. **ACTION ITEM:** Becky to email copy of Safe Environment class schedule to Council members. (Complete.)
5. Website – Phase 2 is beginning. Requires adding information about various parish committees/groups. Goal is to complete in July/August timeframe. **ACTION ITEM:** Deacon Pat to request Peggy sends emails to all committee/group leaders requesting they provide information about their committee for the website. This may include pictures/articles.
6. Electronic Giving Rollout to Parish – Beth Feger (Finance Committee) will head rolling out the process/website to the parish during the first week of August. Deacon Pat still to research how to handle SVDP donations. The parish Financial Report will be presented at Masses the weekend of August 3-4 and again in September. There was discussion on

how parishioners might be able to donate to the church their annual “Required Minimum Distributions.” Requires additional information. **ACTION ITEMS:** Beth Feger developing roll-out steps. Deacon Pat to work with vendor on how to handle SVDP donations.

7. Faith Formation – Vacation Bible School will run July 22-26, 2019.
8. Picnic update – June 27, 28, 29. This week volunteers setting up booths. All booths have chairpersons though some still need workers. (Did not think necessary to provide storm damage information unless you think I should. )
9. Parishioner List – Work will start in July/August to update our parishioner list with the goal to have all work completed by Thanksgiving.
10. In-church Survey – Several June parish survey cards returned responding to the question “What 3 things do you like best about Holy Family?” Jackie Mudd to review and provide responses to Council members. Suggested question for July “As a parish, what can we do to improve our worship experience?” **ACTION ITEMS:** Jackie to provide summary of June comments at next Council meeting and have July cards prepared and put in the pews. Deacon Pat to have updated 2018/2019 project list and proposed 2019/2020 project list available in church or in the bulletin on a quarterly basis. All Council members asked to bring suggestions for monthly survey questions to the next meeting.
11. Review of Projects:
  - a) Church flooring – Funding approved. Carpet ordered. Installation date will be set once carpet at supplier’s location. Expect 5-7 installation days. Chapel will also be done at the same time.
  - b) Steeple windows – Still waiting on bids from three companies. Windows must be replaced from the outside so a crane will be required. Will take the opportunity while crane is in place to also repair lights around the steeple and check the flashing. (This is funded in the 2019-2020 budget.)
  - c) Parking Lot Hole – Work complete. Parish portion of expenditure (40%) is approximately \$10,000. Cell tower trench will be handled after the picnic.
  - d) Lighting Change-out in gym – one gym light has been updated. The remainder will wait until after the picnic.
  - e) Rectory carpet – in the 2019-2020 budget for the first floor. No estimates yet.
  - f) Pictorial directory – tentative schedule is September/October. Possibly one week in each month.

The meeting adjourned at 8:50 p.m. with a prayer by Deacon Pat. The next meeting is scheduled for July 22, 2019.