

## Holy Family Parish Council Meeting Minutes – September 30, 2019

**Attendees:** Deacon Pat Wright, Jackie Mudd (Chairperson), Helen Arnold, Pat Carrico, Jim Gast, and Becky Morris. **Absent:** Fr. George Munjanattu, Nikki Gordon and Theresa Meehan.

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

1. Deacon Pat opened the meeting at 7:00 p.m. with a prayer.
2. New liturgy/music books will be used starting the weekend of October 5-6.
3. Stewardship Form revision – Council members reviewed/updated the Stewardship Form. **ACTION ITEM:** Jackie Mudd will have the form mailed by the first week of November with the intent to be returned by year-end.
4. Website – Jordan Mudd has volunteered to monitor the website weekly to be sure information on the site stays current. All communications for the site will be funneled through Jordan. Pictures are loaded into Dropbox and can be pulled from there to put on the website.
5. Electronic Giving – Several parishioners have signed up for electronic giving. **ACTION ITEMS:** Beth Garr requested to provide information at additional Masses for those who did not hear initial presentation/announcement. Deacon Pat to pursue adding Saint Vincent de Paul donations to e-giving account.
6. Parish Retreat – Response on cards in church was low. Some interest in both on-site and off-site retreats. **ACTION ITEM:** Deacon Pat to discuss retreat opportunities with Jennifer Zoeller to determine what is available and to look for possible dates.
7. Background checks –It was suggested and concurred that a smaller group of parishioners who handle money for events be identified as the first group to have background checks. **ACTION ITEM:** Jackie Mudd and Deacon Pat to identify the list of money handlers and approach them to be first group for background checks.
8. Welcome Packet for new parishioners – Jackie Mudd and Theresa Meehan worked on the packet. They asked several of the new members and obtained a list of suggested items/ requests. A Welcome Committee was also discussed. Items suggested include: welcome dinner, call from priest/deacon to welcome and answer questions, Mass time card, welcome letter, parish directory, recent bulletin, and stewardship form. **ACTION ITEMS:** Deacon Pat will draft the Welcome Letter, make personal calls, and investigate dinner w/invitations to include parish committee leaders. Jackie Mudd will ask the Social Club if they can provide the dinner.
9. Parishioner List – Deacon Pat still reviewing the list. Once ready, the list will be available at Masses for parishioners to review/update. **ACTION ITEM:** Deacon Pat to print copies of the list and have available at Masses during November for parishioners to update.

10. New Council Member Process – Several members have been on the Parish Council for more than two years. Council members discussed ways to identify new members. It was suggested and concurred by the Council members that by mid-October cards will be available in church where parishioners may submit their names as candidates for the Council. **ACTION ITEMS:** Jackie Mudd to have cards printed and in the church by mid-October. Deacon Pat to explain process to parishioners and suggest those interested to contact current Council members (identify members in church) for more information of responsibilities.
11. In-church Survey – See item 10 for October.
12. Review of Projects:
  - a) Steeple windows – Only one bid; excessive quote due to difficulty getting into tower. Pursuing caulking quotes instead.
  - b) Saffin Center Back Doors – Doors have been replaced. Deacon Pat to pursue external handle on the kitchen door to make it easier to pull open.
  - c) Rectory improvements – Carpet replacement on first floor. **ACTION ITEM:** Jackie Mudd to provide contact info for one provider. Deacon Pat to contact Korfhage for quote.
  - d) Pictorial directory – Last day for pictures 10/5. Directory should be available by Christmas.
  - e) New sign out front of property – begin looking for vendors/quotes.
  - f) Suggestion for portable lift.

Meeting adjourned at 8:35 p.m. with a prayer by Deacon Pat. Next meeting scheduled for November 25, 2019. (Minutes submitted by Becky Morris.)