

Holy Family Parish Council Meeting Minutes – February 24, 2020

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

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. Job description for Carol Halbleib – Deacon Pat shared a job description to be posted in the Record for a replacement for Carol who is retiring at the end of March.
3. Electronic Giving – Continued discussion about additional parish training and directions in the bulletin on how to enroll. **ACTION ITEMS:** Deacon Pat and Beth Garr to put a paragraph in the bulletin for multiple weeks on how to set up an e-Giving account. They will determine a date for Beth to make another presentation at Masses. Deacon Pat to also add a bulletin notice on QCD (qualified charitable distribution) and to have the weekly (or monthly) e-Giving amount reflected as a line item in the bulletin.
4. Rental Security – The Council again discussed the Archdiocesan requirement to have security present at events where alcohol is sold. Deacon Pat to discuss with event chairpersons. Will leave at the discretion of chairpersons of in-house events. Rental contracts will need to be updated to reflect the requirement and cost. **ACTION ITEMS:** Deacon Pat to discuss with chairpersons and pursue contract updates.
5. Parishioner List Update – Updates still need to be completed in the parish database. Then telephone team will be assembled to start making calls. **ACTION ITEM:** Completion of updates in the database.
6. Mailing Review – mailing went out week of February 17th but not everyone received (approximately 4800 cards were mailed). Jackie Mudd to follow-up with mailing company. Jackie also commented that Finance Committee has been approached to fund four mailings in the 2020-2021 budget. **ACTION ITEM:** Jackie to follow-up with the mailing company and possibly Post Office.
7. Finance Committee By-Laws – Deacon Pat shared a copy of the Finance Committee By-Laws that were approved by the Archdiocese.

8. Review of Projects:
 - a) Tower leak – waiting on HKC for repair/replacing flashing (not under warranty). BJB still needs to check the recently repaired windows.
 - b) Carpet in rectory has been measured. Have received two quotes but require a third.
 - c) Lenten Events – several events planned including Stations of the Cross and Lenten books made available in church.
 - d) Rectory windows – in process of obtaining quotes for replacing 26 windows. This item to be funded in 2020-2021 budget.
9. 2020-2021 budget – Don Coomes working on the budget. Expecting to complete initial draft in March timeframe.
10. Discussion and request to update rental contracts with new beverage pricing.
11. Other announcements – income for first fish fry on February 21st up from last year.

Meeting adjourned at 7:45 p.m. with a prayer by Deacon Pat. **Next meeting scheduled for March 23, 2020.** (Minutes submitted by Becky Morris.)