

# St. Francis of Assisi Parish – Triangle, VA

## Pastoral Council Meeting Minutes

March 19, 2022

### I. Call to Order & Attendance – In person Brother Juniper Room.

- a. The meeting was called to order at 9:30 am
- b. Members Present – Fr. John O’Connor (Pastor), Jean Allen, Phil Bongiorno (Vice Chair), Terry Danner (Chair), Maggie Eves, John Hales, Iván Nazario, Tony Mercogliano, Clarence Neason, Pequitte Schwerin, Dan Sullivan, Ulli Vaerst.
- c. Other attendees - Dr. Tricia Barber (Principal), Marv Floom (Finance committee), Marianne Hayes (Director of Religious Education)
- d. Members not Present – Michelle Nicolai, Angelica Silva (Francis House)

### II. Opening Prayer – Fr. John

III. Minutes for the February 2022 Pastoral Council meeting were approved.

### VI. Pastor’s Remarks – Fr. John

- a. Father Christopher Dunn will be arriving Friday. He comes from previous assignments in Peru, New York City, and a Parish in Anderson, SC. There were some reassignments of office spaces for the friars. Angelica will be at the Parish one day a week using the Counseling office. Fr. George is taking a two-week vacation.
- b. Fr. John summarized the Finance report – the report from finance chair Marv Floom is provided here

#### Collections

	Budget	Actual	Difference:
Feb	129,615.40	162,944.58	33,329.18 (26.18% above budget)
YTD	1,236,634.75	1,191,203.56	(45,431.19) (3.67% below budget)

#### Annual Appeal (as of 28Feb22)

	Budget	Actual
One Time	\$0.00	\$189,995
Pledged	\$0.00	\$20,104

\*Appeal was not in budget due to uncertainty of running it with covid\*

\*Appeal goal was set at \$200,000.00, which has been exceeded\*

## Expense Highlights

- Utilities are up at all facilities
  - Water/Sewer ~20%
  - Electricity ~40%
- Insurance also up ~45%
- Parish subsidy to school
  - Total ~28% **below** budget!!!
  - Enrollment nearly at capacity requiring far less subsidy than projected
- Thanks to the unbudgeted annual appeal and less subsidy needed for school, the parish is currently operating at a surplus of ~30% despite decreased collections income. However, Feb saw a couple of healthy, albeit one time, donations that may be giving false projections. Assuming the trend of collections at -7% below budget (as was the case before 1 time donation in Feb), current surplus will cover operating expenses through end of fiscal year, not accounting for unforeseen issues, such as the below parking lot bond resolution.
- Fr. George has spearheaded an update to our giving page on the website. This doesn't take the place of our search for a different OLG vendor, but it will make it more accessible to folks in the meantime. It streamlines the process, gives easier access for new givers, and hopefully gives a more professional appearance to interested parties. Check it out below, if interested.

***<https://stfrncis.org/giving/>***

- **Maintenance/Construction**
  - Parking lot bond—site plan improvements, as written \$10-20k, currently seeking guidance and clarification. Requirements do not appear in earlier site plans. Unsure why required now. Updates to follow.
  - Received Estimate to install utility sink and appropriate drain in mechanical room (~\$4000.00) which will increase safety of maintenance and cleaning personnel who use the room. Waiting to approve based on remainder of month's collections.
  - Solar on hold until feasibility/cost sharing is determined
- **Francis House**
  - Need for financial assistance growing, financial donations from parishioners down.

- Currently 10% over budget with respect to emergency assistance provided.
  - Current year budget is already 20% higher than previous year's budget.
  - Sam applied for ARPA grant to help with/increase available assistance. Will be notified end of March.
- c. The takeaway is that the new business manager is working out well and has a keen eye for cost saving opportunities and grant applications that may help.
  - d. Attendance has been variable, but collections remain short. Fr. John lamented we are getting less in collections than during the first year of the coronavirus lockdown. He also explained that taxes on parishes fund Diocese and Vatican. There was a discussion of the cost of the Catholic Herald, which the Parish pays for..
  - e. The live stream Saturday mass will become a subscription service to disabled or sick parishioners only as the parish returns to more normal operations but will be retained for weddings and funerals on a fee basis.
  - f. The parking lot has a defined plan to get to closure on the permit. A handout was furnished showing the items needing attention.
  - g. The school library has no heat due to a delay in obtaining repair parts.
  - h. Tom Peitler and Fr. George have been busy implementing upgrades to computers and cleaning up wiring for networks. The fiber optic line is in, and there is a noticeable performance improvement. They are still working with Comcast to get a single bill for services.
  - i. The synod initiated by Pope Francis "For a Synodal Church: Communion, Participation, and Mission" asks that each diocese and parish does its own community information gathering. St. Francis will hold four in person sessions on Sunday 6 Mar at 1045 a.m., Sunday 20 Mar at 1045, Saturday 12 March 7:00 p.m., and Thursday 17 Mar at 7:00 p.m. A report for the bishop will be submitted and included in the synod work in Rome in October 2023.
  - j. Fr. John provided a Provincial update. They were starting discussions of a possible location for provincial headquarters. Other Provinces being merged had not done a scrub of ministries prior to the merger planning which could result in possible disruption and closure of ministries. Fr. Kevin from Ireland was appointed Delegate General in Rome, and will be visiting the parish in June.
  - k. Parish reopening looks like it will be after Easter. Terry Danner, Phil Bongiorno, and Dan Sullivan will look at reopening plans.

- I. Lastly a discussion was held concerning a letter from a parishioner about *ad orientum* “toward the east” which has the priest facing away from the congregation during the Mass. Fr. John circulated a theology piece on the matter, which covers the history of it, not just from Vatican II, but back through history. St. Francis will continue practicing *versus populum* “toward the people” who share in the Eucharist. The theology research piece is attached.

#### **V. School Report – Dr. Barber**

- a. Dr. Barber noted that 78% of students are wearing masks, even after the policy change. She has been managing this by having grades remain in a cohort through the academic day. There have been two quarantines. Staff masking has been 100%.
- b. The school fund raising auction will take place 30 April.
- c. Lenten activities.
  - Penance service for Russia and Ukraine 25 March
  - Virtual Stations of the Cross
  - The choir is up to 55 members
  - There will be a live stream of the Holy Thursday mass to the school
- d. Other school activities
  - There are 2 sections of the robotics class
  - There are 2 sections for the choir also
- e. Next year will be a return to a traditional school year.

#### **VI. Religious Education Report – Marianne Hayes**

- a. Current enrollment is 450, down about 250 from a typical year.

The school fund raising auction

#### **VII. Hispanic Ministry Update – Iván Nazario**

- a. They held a sendoff for Fr. Lalo was on 13 March for his new assignment with the Archdiocese of Washington.
- b. They wish to grow with the Parish as one community.

#### **VIII. Strategic Plan – Phil Bongiorno will incorporate the Parish Synod results in the work.**

#### **IX. Old Business – None.**

#### **XII. New Business – None**

**XIII. Next Meeting** – The next meeting will be 23 April at 9:30 AM in person.

**XIV. Closing Prayer** – Not held as the meeting moved to the Pastoral Council Synod Listening Session, led by Joe Mitcho