

# St. Francis of Assisi Parish – Triangle, VA

## Pastoral Council Meeting Minutes

October 15, 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), Terry Danner (Chair), Phil Bongiorno (Vice Chair), Jean Allen, John Hales, Tony Mercogliano, Iván Nazario, Clarence Neason, Pequitte Schwerin, Ulli Vaerst. Tricia Barber (St. Francis of Assisi School).
  - c. Other attendees – Mary Mahler (Finance committee), Sheila Noble (Assistant Director of Religious Education), Angelica Silva (St. Francis House Outreach)
  - d. Members not Present –Maggie Eves, Michelle Nicolai, Dan Sullivan (Recorder).
- II. **Opening Prayer:** Fr. John
- III. **Approval of Minutes:** A motion was made and seconded to approve the September Pastoral Council minutes. Motion was unanimously carried.
- IV. **School Update:** Dr. Barber provided all the background of her recent illness and information that she has been cleared to return to work on October 19th on a part time basis. She hopes to return to full time status in December. She reported school operations were continuing on a normal basis as the faculty and staff prepared for the upcoming 2023 Certification. She also thanked all for their prayers and good wishes during her recent illness and especially Fr. John and the school leadership team for all their work during her absence. The school adopted a revised Mission statement

### St. Francis of Assisi School Mission Statement

At St. Francis of Assisi School, we serve the community by providing a Christ-centered education in the Franciscan tradition emphasizing standards of conduct and integrity, while encouraging the child’s intellectual, emotional, social, and physical development.

- V. **Pastor’s Report:**
  - a. **Friar Assignments** – The newly named US OFM Province (Our Lady of Guadalupe), headquartered in Atlanta, GA will stand up in June of 2023.

**b. Reinstitution of Ministry Activities:**

- a. The RE Ministry will sponsor a **Trunk or Treat** event after the 5:30pm, Sunday, October 30<sup>th</sup> mass. Sheila Noble reported over 24 parish ministries have volunteered to participate to give out treats to children. Appropriately decorated vehicles with the sponsoring ministry identified will gather in the church parking lot.
- b. The Parish Council will also sponsor a parish **Ministry Fair** on Sunday, November 6<sup>th</sup> after the 8, 9:30 and 11am masses in the SFA School Gym. The Knights of Columbus will provide coffee and donuts. Terry Danner reported confirmation of 10 parish ministries who will be participating, and he expected more to come. Several Council members volunteered to act as greeters and staff the PC table after masses at this event.
- c. **US Catholic Leadership Conference** – Fr. John shared information on what was discussed at this conference which included a report of the US Synodal process, the Challenge of Polarization in Society and the Church, the Vital Role of Women Leadership in the Church, and the Emerging Models of Leadership of Faith in Practice. He also said he was planning to offer all parishioners a chance to discuss the report on the US Synodal process at one of our upcoming Sunday Adult Education sessions.

**VI. Finance Council Report: Mary Mahler**

- a. First Quarter 2022-23 (July through September) revenue as 29% under the approved budgeted amount as compared to being only 4% under the budgeted amount for the same period during the previous year.
- b. Normal operational expenses continue to be higher than last year.
- c. Added to this, is the need for the parish to begin repaying a monthly \$8,000+ principal payment on loan which supported us during the COVID Pandemic. Prior to this year we were only paying the monthly interest of \$800.
- d. The fact that SFA School is at full enrollment and needs less than the budgeted subsidy has been helpful in making up for some of the revenue shortfall.
- e. Miscellaneous projects (storm water retention, signage, sidewalks) associated with the parking lot expansion have been completed and we are awaiting final inspection/approval from PWC.
- f. We are awaiting the repair part to return the school's HVAC system to full operation. While the expected date of arrival is November of 2022, there is a possibility of a delay.

**VII. Overview of Enhanced Offertory** – Fr. John and Mary Mahler briefed us on the Enhanced Offertory/On-Line Giving program which is underway. Over the next two weeks, in addition to a mailing, Fr. John will be explaining the need for this program at weekend masses October 15/16 and parishioners will share testimonials as to what SFA means in their lives at weekend masses October 22<sup>nd</sup> and 23<sup>rd</sup>

**VIII. Status of Pastoral Council Elections** – Tony Mercogliano reported there were 16

applications for 6 expiring seats on the Pastoral Council. Of that group 12 candidates were chosen to run based on the need to have council membership continue to fully represent the demographics of the parish. Voting will open **12 pm Saturday, October 22<sup>nd</sup> to 6:30 pm Sunday, October 30<sup>th</sup>**. Parishioners will be able to vote both electronically and by paper ballots. Information on candidates' back-ground/voting procedures will be provided via the SFA website and by an information board/paper ballots located in the vestibule of the church.

- IX. SF House Outreach** – Angelica Silva reported requests for both food and financial assistance continued to increase at St. Francis House saying that telephone calls for support ranged between 100 and 150 on a weekly basis. Many of these calls are coming from areas of Virginia which St. Francis House does not support. She indicated several other outreach ministries in our area have exhausted food and financial assets and are deferring requests for support.
- X. Hispanic Ministry Update** – Iván Nazario reported several special liturgies were scheduled during the months of October, November, and December to commemorate and or celebrate events in the liturgical calendar important to the Hispanic members of our parish community.
- XI. New Business – Gwyneth's Gift** - John Hales gave a presentation on the importance of immediate access to Cardio-Pulmonary Resuscitation (CPR) and Automated External Defibrillator (AED) support during a cardiac arrest. He provided background and information on the creation and work of the organization. He is offering to provide this education to members of the SFA parish after weekend liturgies. A motion was made and seconded to add this item to our next meeting and schedule a date for the training. Motion unanimously carried. Terry Danner thanked John for his work in this ministry and for his very important report .
- XII. Next Meeting** – Due to several scheduling conflicts a firm date for the November meeting could not be reached. Since this will be the first meeting of newly elected and carry-over members, all council members need to be present. Terry Danner stated he would be contacting each member to determine a date for this important meeting.
- XIII. Recognition /Farewell to Pastoral Council "Class of 2017"** – The six members whose term ends this month (Terry Danner, Phil Bongiorno, Maggie Eves, John Hales, Michelle Nicolai, Pequitte Schwerin) were recognized and thanked for their service (extended to 5 years due to COVID). John Hales added a special thank you to Fr. John and Terry for leading the parish through the pandemic.
- XIV. Closing Prayer** – Offered by Pequitte Schwerin.
- XV. Adjournment** – The meeting was adjourned at 10:50 am.

**Respectfully Submitted: *Dan Sullivan***

**Approved:**