

St. Francis of Assisi Parish – Triangle, Virginia
Pastoral Council Meeting Minutes
December 3, 2022
Brother Juniper Room

I. Call to Order and Attendance

- The meeting was called to order at 9:30AM
- **Members Present** – Fr. John O'Connor (Pastor), Terry Danner (Chair), Phil Bongiorno (Vice-Chair), Dan Sullivan (Recorder), Tony Mercogliano, Ivan Nazario, Clarence Neason, Ulli Vaerst and newly elected members Christine Arroyo, John Cipparone, Cecilia Fellner, Mary Beth Keenan, Ryan Steenberge, Tom Woods.
- **Other Attendees** – Dr. Tricia Barber (Principal, SFA School), Mary Mahler, (Chair, SFA Finance Committee – Representing Parish Business Manager)
- **Missing** – Jean Allen (Member); Marianne Hayes (Religious Education/Faith Formation); Angelica Silva (St. Francis House/Social Outreach)

II. Opening Prayer – Fr. John led us all in an opening prayer.

III. Welcome New Members/Election of New Officers – The Chair welcomed the new members listed above and explained that since this was the first meeting after the October elections our first task would be to elect new officers for 2022-23. Dan Sullivan, Christine Arroyo, and Tony Mercogliano were nominated, accepted, and were approved (respectively) to the positions of Chair, Vice Chair and Recorder. At that point the newly elected officers assumed these roles and the former Chair and Vice Chair left the meeting.

IV. Approval of Minutes – A motion was made by and seconded to approve the October 15th minutes. Motion unanimously carried.

V. Pastor's Opening Remarks

- **Welcome/Provincial Update** – Fr John welcomed the new members and provided an update on the impending merger of six of the US OFM Provinces into one organization. Planning for this event has been ongoing for several years. The new province (Our Lady of Guadalupe) is scheduled to stand-up in October of 2023. Its headquarters will be in Atlanta, GA. Election of leadership is scheduled to take place in early 2023. For this reason, Fr. John's assignment as Pastor at SFA has been extended to 2024.
- **Vocations** - Fr. John also discussed some of the challenges the Church and the OFM face in increasing vocations.
- **Other Matters** - Due to pressing other commitments Pastoral Council member Jean Allen has resigned. Fr. John will appoint a replacement to fill her term later this month.

VI. Report on Reinstitution of Ministry Activities: Fr. John reported on the following events themed to bring the parish back to pre-COVID status:

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- **SFA School's Chili Cook-Off** – held on Saturday, October 29th a great success, an estimate of over 700 people attended.
- **Faith Formation's Trunk-or-Treat Event** – our first T-or -T was also very successful, with several hundred children and parents attending after the 5:30 mass on October 30th
- **Pastoral Council's Ministry Fair** – was held on after the morning masses on Sunday November 6th with over 20 parish ministries/groups/activities participating to encourage members to become more involved in parish ministries and activities. This was the first such event held since 2018 and was well received by all.
- **Other Events** – In addition to the return to the monthly Knights of Columbus sponsored Doughnut Sunday Fellowship event and Fr. Jim Scanlon's weekday Bible Study group we will be returning to monthly Adult Education presentations on Sunday mornings in the new year.

VII. Financial Update- Mary Mahler provided an update on the parish's financial status.

VIII. Lessons Learned from Pastoral Council Election – Tony Mercogliano reported:

- Use of Electronic Media (e-Newsletter, Website) as well as the parish bulletin facilitated the process of all phases of the election.
- We had a total of 16 applications which was reduced to 12 for the election. Criteria used in selecting the candidates include trying to achieve the best demographic representation of parish membership (age, gender, ethnic background, residence location)
- The pulpit talks by current members of the Council in the final weeks of the call for candidate phase seemed the most effective manner of getting parish members to run for the PC.
- 217 individuals or families (of the over 2,600 registered) voted: 144 electronically and 73 by paper ballot. (only 61 could be used – 10 did not have voter's names and 2 were invalid (no longer listed as current parish members))
- We received the following feedback from parish members on the election event: voting time of one week was not long enough; bios on the poster board in the Church vestibule were difficult to read – couldn't you put this info in the bulletin in addition to the parish website; don't understand what the Pastoral Council does; difficult to determine who could vote (one vote per registered family or one vote for each registered person in family).

IX. SFA School Update – Dr. Barber welcomed the new members of the Pastoral Council and provide the following information:

- The SFA School mission statement and some background on the relationship of SFA School and the Pastoral Council

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- SFA School going through the periodic re-accreditation process. This event was postponed last year due to the COVID pandemic
- In January the school will begin the re-registration process for the 2023-24 school year.
- The school is always looking for dedicated persons to act as teaching assistants, substitute teachers, and other activity volunteers. Many volunteers start as cafeteria volunteers. The school has found this process to be excellent in finding permanent staff.
- SFA continues to have an excellent program in developing devotion to Blessed Mother through several special events throughout the year. These events are bi-lingual in recognition of the diversity of our student population.

X. Hispanic Ministry Update – Ivan Nazario reported on the efforts of Fr. Chris Dunn, OFM to plan events to integrate the Hispanic members into one parish community. Upcoming events include celebrations of the Feast of the Immaculate Conception, Our Lady of Guadalupe and Advent/Christmas activities.

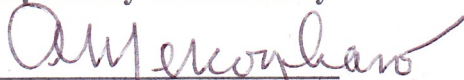
XI. New Business – There was no new business

XII. Next Meeting – 9:30AM, Saturday January 21, 2022

XIII. Closing Prayer – Dan Sullivan led us in closing prayer

XIV. AJOURNMENT - The meeting was adjourned at 11:20 AM

Respectfully Submitted by:


Anthony Mercogliano

Approved: January 21, 2023