

St. Francis of Assisi Parish – Triangle, Virginia
Pastoral Council Meeting Minutes
March 16, 2024 (Approved)
Brother Juniper Room

I. Call to Order/Attendance: The meeting was called to order at 9:35AM.

Members present:

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Christine Arroyo (chair) | <input type="checkbox"/> John Cipparone | <input checked="" type="checkbox"/> Maria Soledad Villavicencio |
| <input checked="" type="checkbox"/> Ryan Steenberge (vice-chair) | <input type="checkbox"/> Blair Dolinger | <input type="checkbox"/> Tom Wood |
| <input checked="" type="checkbox"/> Joe Burns (recorder) | <input type="checkbox"/> Jean Jamrisko | <input type="checkbox"/> Mary Beth Keenan |
| <input checked="" type="checkbox"/> James Casey | <input type="checkbox"/> Kristi Phelps | <input type="checkbox"/> Cecilia Fellner |

Other Attendees:

- | | | |
|---|--|---|
| <input type="checkbox"/> Sheila Noble - Faith Formation | <input type="checkbox"/> Mary Mahler - Finance Com | <input checked="" type="checkbox"/> Eduardo Torres – Hisp. Min. |
| | <input type="checkbox"/> Lisa Bongiorno – Bus. Man. | <input checked="" type="checkbox"/> Sally Nicholson - School |
| | <input checked="" type="checkbox"/> Angelica Silva – Faith Formation | |

II. Opening Prayer and Remarks:

- Fr. Jim led us in an opening prayer.
- Fr. Jim informed us that the 40 hour devotion had good attendance. Stations of the Cross and Lenten Soup and Supper have attendance a bit lower at the supper but then rising for the stations.
- The annual Bishop’s Lenten Appeal is ongoing. The parish’s goal for this year is \$187K. The parish is currently at 80% of its goal.
- A new convection oven was purchased for approximately \$6K.
- The conclusion of the parking lot and plans is nearing resolution with the county. Plans were changed after county approval with the changes not approved by the county back when the parking lot was planned/constructed.
- Lady of Guadeloupe Province is taking a look at ministries. There are currently 60 parishes with 443 priests. The province is looking at how many parishes can be staffed in the future. The process is just beginning and is in the preliminary stage.

III. Chair Remarks

- Approval of Meeting Minutes – The February 2024 meeting minutes were unanimously approved.

IV. New Business

A parish member emailed about reaching out to those who have left the parish. Indicated the number who have left was 70%. Council chair reached back out and asked the submitter for their recommended solution. Members were unsure of how the 70% figured was arrived at. Discussion followed as to how to even approach this. Suggestions included looking at active versus inactive members of the parish and looking at a ‘come home’ type program this fall and advertise in the secular press.

V. Subcommittee Reports

Strategic Plan: The strategic plan (’24-’29) was signed. It will now be emailed to the various parish ministries to ask for feedback. This will include number of active members in their ministry, their role in the strategic plan, ask what the parish council can do for them and provide a recap for the year.

- **Couples/Activity Ministry:** Will update in April
- **Spring event:** Parish Palooza will occur on May 17, 2024 from approximately 530pm to 830pm. Subcommittee will be reaching out to the ministries to provide support for food, events and

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displays for their ministry. Sheila Noble will be getting youth volunteers for face painting and supervision for those youngsters under 5 years old. The food will be free and there will be no cost to attend. The Hispanic community will provide Hispanic themed food and try to provide a live band (potentially). The committee will also reach out to the Filipino community for possible food support. Discussion was held on a possible dunk tank but that was put off for this year. The parish will look to see what tents can be provided by the church and parish council members will look to see if they can provide any personally owned tents. Help is still needed with marketing and someone coordinating set up and clean up. As of right now Lot 1: food; Lot 2: Seating; Lot 3: Ministries and Activities; Lot 4: Games; Playground: Little Kids; Cafeteria: Ice Cream Social at 7pm; Gym: basketball; Field: Soccer; Hall: Ministries. Food will include burgers and dogs, cold pasta salad, fruit salad/watermelon, individual bags of chips, cookies/brownies and iced tea/lemonade/water. Pastoral Council Members will be greeting at the entrance. A timeline was provided in the meeting.

- **Constitution:** Vice chair will send out 11 recommended items out to discuss in the April meeting with a vote in May where 2/3rds vote is needed for amendment to the Constitution.

VI. Old Business:

- Email address with parish domain – getting close to getting done by May. There will be a generic parish email address to implement and put in the parish bulletin.

VII. Financial Update / Overview

Update will be provided at the next Parish Council meeting in April. Bulletin announcement was made to seniors making Required Minimum Distributions (RMD) and saving income taxes by making a Qualified Charitable Distribution to St. Francis to lower taxes and help the parish. The Parish bookkeeper has contacted the approximately 20 parishioners who have been electronic giving through paypal and transitioned them to the online giving system.

VIII. School Update

The Principal provided the following:

- Enrollment is 262
- Calendar: Easter Break is 3/28-4/7; 4/15 is Purple Up Day; 4/26: School Auction (big event)
- Updates:
 - o PTO is coming back. Voting for the PTO Executive Board Officers will be the week of March 18.
 - o Emergency Drills- Continue monthly fire drills and will do a lockdown drill in April
 - o Monthly March Virtue is Mercy
 - o Staffing: Working on staffing for 24-25 school year. Interviews are underway and an announcement to families regarding new hires will be done in May.
 - o NWEA MAP Testing- K-2 students took the new reading and fluency assessment. Information will be used to make adjustments in teaching.
 - o Looking at beautification inside and out to include outdoor classroom space, lunch space and a prayer garden.
 - o Parent survey went out with 57 responses. Looking at the data now and will communicate back to the families. Faculty survey will be done in May.

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- Next year enrollment numbers look good but need to get pre-K numbers up.

IX. Hispanic Ministry Update

Currently practicing for the live Stations of the Cross that will be held on Good Friday. Will be posting the information in the bulletin. Looking at making this bilingual for next year. Hispanic community is very grateful for the storage shed that was purchased for storage of items. This type of action makes the community feel included in the whole church community.

X. Faith Formation

Worked with Francis House to provide 60 Easter baskets to The Oaks Complex for seniors and low income residents. Religious Ed is on spring break until April 4th. Last day of classes is May 5th and May 9th. Starting to work on next year's calendar. Looking to start the week after Labor Day. Also looking at doing two Sunday sessions for sacramental years due to crowding in existing classrooms. First Communion retreat was two weeks ago. First Communion will be held May 11th. Confirmation is on May 4th. RCIA now has 16 candidates who will be received into the church on the Saturday Easter Vigil Mass. Following Christ program is entering its second phase and meets on Thursday evenings. Monday will be the weekly virtual Lenten Group meeting via Zoom. Sunday Faith talks are going well. The March 3rd talk with Father Charlie had over 60 attendees. The next session will be April 7th with Father Jim. VBS bible camp is being organized and Faith Formation is gearing up to bring this event back this year.

XI. Next Meeting – April 20, 2024. Chris will now be attending. New meeting format of business first and then group updates will continue. This change in agenda was due to feedback.

XII. Closing Prayer was led by Father Jim.

Respectfully Submitted by:

Approved: _____

Joseph Burns