

St. Francis of Assisi Parish – Triangle, Virginia
Pastoral Council Meeting Minutes
September 21, 2024
Brother Juniper Room

I. Call to Order/Attendance: The meeting was called to order at 9:30AM.

Members present:

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

Other Attendees:

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

II. Opening Prayer and Remarks:

- Fr. Jim led us in an opening prayer.
- School and religious education have started and going well.
- Mass attendance seems to be up lately. This will be confirmed during diocesan count that will be done in October.
- Feast of St Francis is October 4th. School mass will be at 10am. This is being done on church grounds.
- Blessing of the animals is Saturday at 10AM. On Friday, there will be the blessing of stuffed animals for school kids.
- November 2-3 will be the annual parish appeal. On October 26th and 27th, the priests will announce at masses and request that people give to the extra collection for the appeal.
- The Peru sister parish appeal will be October 13th.
- It is time again for the parish audit that will start on October 21st. One of the previous outstanding items has been closed. Francis House had its own account and this was closed based on a previous audit recommendation.

III. Chair Remarks

- Approval of Meeting Minutes – The August 2024 meeting minutes were unanimously approved. Minutes will be sent to Chanel to post on the church website.

IV. New Business

- John Cipparone is stepping down from the Parish Council. A new council member will need to be appointed.

V. Old Business

- Francis Fest ticket sales signups are needed. The council needs people to fill in for ticket sales, preferably 2 people at each mass leading up to the Francis Fest. Training on the “Square” application will take place after the council meeting.
- Basket response has been great and 17 baskets will be donated by the ministries. Each basket will have a title, tag and numbers.
- Chanel has been coordinating the bounce house that will be at the fest
- The decision was made to not have alcohol at the fest and there will be no consumption of alcohol allowed at the fest (i.e. wine wheel winners)

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- Tickets will be encouraged to be purchased prior to the fest. One ticket will cost 1 dollar and food items will be 1-5 tickets. Baskets/wine/cake wheel ticket will also cost one ticket.
 - Volunteer sign is ongoing. The Columbiettes will be handling the wine wheel in its entirety.
 - Space diagram- groups will coordinate with Chanel for electrical needs (if any).
 - Francis fest will be 1-4pm on Saturday October 5th.
 - Ministry fair will take place with tables set up in the gym.
 - There will be a rain plan in place to bring the fest indoors if necessary.
 - Hispanic ministry will be doing the music
 - The parish will reimburse for food purchases for those ministries that need the reimbursement.
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- Blood drive with INOVA Blood Services will start advertising. The event will be 830am-1230pm on November 3. The sign up link has been set up and it will be advertised. It will also be put in the school newsletter. There are 70 spots available for the blood drive (15 minutes apart).

Subcommittee Reports

Visioning Committee: This committee has a meeting coming up and report to be delivered in January 2025.

Let's Go Out Ministry: October hike in the Prince William Forest Park will be happening. The group will meet at the church and carpool to the hike location. So far 6+ people had signed up to go on the hike.

Constitution: Selection of youth members has not happened yet since there is no parish youth minister. One of the parish cantors is a high school teacher and has agreed to assist with high school youth in the interim. The group will start to meet in early October. It is hoped that when this group starts again, a selection of youth members to attend council meetings can take place.

VI. Financial Update / Overview

1. Collections are seeing more cash being donated lately. Parish is currently at 90% of budget, 32K below budget. Collections are 4500 less than last year, but overall the parish is \$17K above budget due to a charitable RMD. Expenses are 95% of budget or \$21K below.
2. HVAC unit in the church was replaced. Admin expenses are \$11K above budget
3. School expenses are on budget and salaries are below budget. Offertory enhancement is going to come up. There will be head count at masses in October.

VII. School Update

The Principal was unavailable and Father Jim provided the update:

- Enrollment is currently at 250
- The band program has returned
- Recent drill held included lockdown, earthquake and tornado
- The bishop is coming to celebrate a mass with the school in March 2025
- School sports of soccer, volleyball and track are ongoing this fall

VIII. Hispanic Ministry Update

Engaged in Francis Fest where they will have live music, food (selling food) and the ministry is organized and ready. Feast of Guadalupe is December 12th. They are going to advertise the feast in the english speaking bulletin. This is going to take place on Thursday the 12th. Food will be served afterwards.

IX. Faith Formation

There are 525 children enrolled in religious education. There are at least 2 adults in every classroom. In late September there will be a parents meeting on a Sunday and then on a Thursday. RCIA is a great

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group with 20 people currently enrolled (there were 12 last year). Catholic catechism is going well for adults. Father Jim will be giving a faith talk on October 6th. There is a Monday morning bible study occurring for 6 sessions. Women’s group has roughly 25 women coming with a nice age range. The men’s group meets on the 2nd Tuesday starting on October 8th. Trunk or Treat will be combined with the school chili cook off and will take place on Friday October 25th.

There is a new ministry called the CARE ministry. This is for spouses and others involved in a caregiving role. This will be a support group for care givers. This group will be trying a zoom hybrid for upcoming meetings.

X. Next Meeting – October 19, 2024 @ 9:30am.

XI. Closing Prayer was led by Father Jim at 10:40am.

Respectfully Submitted by:

Approved: _____

Joseph Burns