



## ST. FRANCIS OF ASSISI PARISH

6245 Wilmington Pike Centerville, OH 45459-7108

### PASTORAL ADVISORY COUNCIL (PAC) MINUTES – February 21, 2017

**The meeting commenced at 8:02 pm.**

**Attendees:** Father Tom Schmidt, Deacon Chris Rauch, Jim Bauman, Chuck Destefani, Marty McClain, Dale Niebarding, Mary Ellen Singer, John Tesar, and Fred Wootan. Council members Joe Schmidt, Roger Dunlap, Louise Carter, Robin Chew, Andy DeVito, Michael Freil, Mike Lucisano, Stephen Nehrbass, Ann Moell, and Lauren Rau were present. Amanda Roddy was not present and excused.

**Opening Remarks:** Joe Schmidt welcomed everyone to the meeting.

• **2017 Project Plan (Deacon Chris Rauch):**

- Deacon Chris presented a way forward on Parish construction projects for 2017 (see Action Item #17-3 below). The way forward included the Finance Council's proposal to fund various maintenance and renovation projects, as prioritized by the Building and Maintenance Committee, utilizing up to \$457,569 of existing Parish funds.
- The projects include: modification of church space in accordance with a plan developed by George Petrovsky (previously presented to PAC) which improve church storage and staff office areas, repair of external concrete and brick surfaces (to include fixing drainage issues), repair of water leakage/damage around large window/roof areas, installation of St. Damiano crucifix in the church sanctuary, replacement of church sanctuary lighting, and repair/repaint of the church sanctuary.
- This plan includes an investigation into installation of a wood ceiling in the church sanctuary. The decision to install a wood ceiling will be postponed until accurate cost estimates/proposals are obtained and vetted through the Finance Council and PAC.
- Deacon Chris discussed the Parish financial situation, detailing the proposed budget plan with sufficient amount of funds remaining to meet future Parish needs.
- After discussion Louise Carter motioned that PAC approve the proposed plan and recommend release of up to \$457.569 of existing parish funds to accomplish the proposed projects. This motion was seconded by Roger Dunlap, and unanimously approved by PAC. Father Tom accepted the recommendation and approved the plan.
- PAC also recommended that Deacon Chris present the approved plan to the Parish during a "Town Hall" like meeting. Father Tom and Deacon Chris agreed, and scheduled it for the weekend of March 4-5, 2017.

## Reports:

- **Youth Ministry (Stephen Nehrbass):** Stephen provided updated on upcoming youth activities scheduled through October 2017.
- **Social Action Commission (Lauren Rau):**
  - Sister McCullough, who works for Catholic Social Services, is scheduled to visit the Commission in June.
  - Discussed the Habitat for Humanity's project, 'Catch the Building Spirit'.
  - Discussed the Commission's plans for the upcoming Ministry Recognition Program (March is the recruitment month for the Commission).
  - Andy Devito volunteered as the PAC representative for the next three months.
- **Faith Formation Commission (Ann Moell):**
  - Discussed the Commission's mission, vision, and goals.
  - Discussed plans for upcoming Lenten season. Four small faith groups are forming.
  - Discussed the Commission's plans for the upcoming Ministry Recognition Program (May is the recruitment month for the Commission).
  - Lauren Rau volunteered as the PAC representative for the next three months.
- **Worship Commission (Robin Chew):**
  - Two new parishioners joined the Commission.
  - Discussed 'Praise Unleashed' music preparation for the liturgy.
  - Discussed various evangelization ideas.
  - Louise Carter volunteered as the PAC representative for the next three months.
- **Finance Council (Fred Wootan):** Nothing additional reported besides the Council's recommendation concerning the 2017 Project Plan (see discussion above).

## Old / New Business:

- **Review Previous Meeting Minutes (Joe Schmidt):** The PAC approved the Meeting Minutes from January 17, 2017.
- **Ministry Recognition Program Update (Roger Dunlap):** Roger reported all is on track. Select PAC members will provide "Witness" talks at upcoming Masses next weekend.
- **Automated External Defibrillator (AED).** Mike Lucisano discussed a recent medical incident during Mass last weekend, and the need for the Parish to acquire an AED. After brief discussion, Michael Freil agreed to lead action to investigate acquiring the device and address with PAC during the upcoming March meeting. See Action Item #17-4 below.

### **Action Item Review (Joe Schmidt):**

- **Previous Open Action Items**

- Action Item #17-1: The following PAC members will contact assigned individuals to determine willingness to replace Linda Middleton to lead the "Gifted and Called" discernment ministry, and report status at next PAC meeting in February. Joe Schmidt contact Pat O'Christie, Marty McClain contact Deacon Mark Stasiak and Jeff Cutlip, Roger Dunlap contact Judith Dunlap, and Andy Devito contact Noelle Devito. Update: All individuals were contacted, and all declined the opportunity. PAC will continue to search for a volunteer to lead this ministry. Status: OPEN.
- Action Item #17-2: Roger Dunlap will contact Social Action Commission lead, Chuck Martinson, to determine if PAC assistance is required for Ministry Recognition Program planning. Update: Roger contacted and provided the Social Action Commission with assistance. Status: CLOSED.
- Action Item #17-3: Deacon Chris will present to both the PAC and Finance Council a proposed "2017 St. Francis Project Plan" and include funding options at the upcoming PAC meeting in February. All PAC members should come prepared in February to discuss the projects and associated funding. Update: Deacon Chris presented to PAC the plan (see '2017 Project Plan' above). Status: CLOSED.

- **New Action Items:**

- Action Item #17-4: Michael Freil will investigate the acquisition of an AED device to include costs, legal liability issues, and possible courses of action. He will present his findings at the next PAC meeting in March. Status: OPEN.

**Pastor's Final Comments (Fr. Tom Schmidt):** Father Tom thanked everyone for a very productive meeting.

**Closing Remarks:** Joe Schmidt closed the meeting; the next meeting is scheduled March 21, 2017.

**The meeting concluded at 9:35 pm.**