



## ST. FRANCIS OF ASSISI PARISH

6245 Wilmington Pike Centerville, OH 45459-7108

### PASTORAL ADVISORY COUNCIL (PAC) MINUTES – May 16, 2017

**The meeting commenced at 8:01 pm.**

**Attendees:** Father Tom Schmidt, Deacon Chris Rauch, Mary Ellen Singer, and Chris Gallagher. Council members Roger Dunlap, Robin Chew, Andy DeVito, Michael Freil, Mike Lucisano, Stephen Nehrbass, Ann Moell, and Lauren Rau were present. Joe Schmidt and Amanda Roddy were not present and excused.

**Opening Remarks:** Roger Dunlap welcomed everyone to the meeting.

#### **Reports:**

- **Social Action Commission (Andy Devito):**
  - Preparing grant proposals.
  - Discussed immigration reform.
  - Next plan to focus on Commission goals and objectives.
  
- **Faith Formation Commission (Lauren Rau):** Planned details for upcoming Ministry Fair ministry fair next weekend.
  
- **Worship Commission (Louise Carter):**
  - Reviewed Lector, Server, and Eucharistic Minister (EMs) Ministries. All three have new leaders. New servers trained last week. Plan is in place to increase the number of Ems.
  - A shroud Tuesday event was suggested, since we are no longer doing Mardi Gras. The Commission plans to look into it more and find someone willing to take lead.
  - Requested a final list of ministries under each commission (see Action Item 17-5 below).
  
- **Finance Council (Chris Gallagher):**
  - Discussed accounting procedures for special purpose funds.
  - Will send fiscal year 2017-2018 budget to PAC two weeks before the upcoming June meeting for approval.
  
- **Youth Ministry (Stephen Nehrbass):** Discussed upcoming youth activities to include an upcoming mission trip to Cincinnati.

#### **Old / New Business:**

- **Review Previous Meeting Minutes (Roger Dunlap):** The PAC approved the Meeting Minutes from April 25, 2017.
- **PAC New Membership Plan (Roger Dunlap):**
  - Nominations to be solicited and received in July; parish voting will be in August.
  - Father Tom will evaluate the candidates to select four new members.
  - All nominees will be invited to the 'Gifted and Called' for discernment, led by Betty Davis (in August, date TBD).
  - Five PAC members volunteered to assist.
- **Business Update (Deacon Chris Rauch):**
  - Currently working to determine if ceiling structure can support wood ceiling.
  - San Domiano Crucifix is ordered and paid for.
  - John Van Hook was hired to replace Mike Manzo (facility maintenance position).
  - Changing receptionist position to part time and outsourcing bookkeeping to St. Charles.

**Action Item Review (Roger Dunlap):**

- **Previous Open 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. Update: A price quote for the Preferred Physio-Control Model, nearly half of the original estimate, was provided thanks to Michael Freil and his work with Phil Mals (fellow parishioner). Status: CLOSED.
- **New Action Items:**
  - Action Item #17-5: Joe Schmidt will resend the Commission-Ministry chart to Commission Leads. Status: OPEN.

**Pastor's Final Comments (Fr. Tom Schmidt):** Father Tom discussed the Parish Vision Team's first meeting which concluded to prepare but not finalize the new vision until the new pastor is in place.

**Closing Remarks:** Roger Dunlap closed the meeting; the next meeting is scheduled June 20, 2017.

**The meeting concluded at 9:02 pm.**