



## ST. FRANCIS OF ASSISI PARISH

6245 Wilmington Pike Centerville, OH 45459-7108

### PASTORAL ADVISORY COUNCIL (PAC) MINUTES – Jan 19, 2016

**The meeting commenced at 8:03.**

**Attendees:** Father Tom Schmidt, Roger Dunlap, Mary Ellen Singer, Shanna Romeo, Louise Carter, Robin Chew, Christine Gallagher, Erica Libey, Amanda Roddy

**Opening Remarks:** Roger Dunlap welcomed everyone to the meeting; Joe Schmidt was away on business. Roger welcomed a new member, Robin Chew, and guest, Erica Libey.

#### **Reports:**

- Social Action Commission (Roger Dunlap):
  - The chairman, Tom Moore, will stay on for another year.
  - Discussed the 'Good News People' program. The purpose of the program is to further social action outreach. The program will start at St. Francis in late February.
  - The parish mission is scheduled February 21 and 22. The theme is 'Mercy', and promote/utilize the 'Good News People' program.
  - Lent begins February 10. The Parish will conduct Stations of the Cross every Friday during Lent.
  - The Commission desired to change the meetings from 6 to 7 pm instead of 6:30 to 7:30 pm. Further discussion with Father Tom is required.
  - Members of the commission attended 'Gather and Send', an Archdiocese Social Actions program. Representatives from each Parish shared their plans for the coming year focused on Mercy.
  - Senior High mission trip will be to Baltimore.
  
- Faith Formation Commission (Shanna Romeo):
  - Three new members attended today. The Commission is formulating a new strategy and direction.
  - The commission will attend Faith Formation events to help evaluate and make suggestions; teachers and parish staff will give recommendations on faith formation improvement.
  
- Worship Commission (Louise Carter):
  - The commission discussed the desire to connect with others. Discussion focused especially on Liturgy of the Word for young children.

- Mass attendance has been up for the year thus far. Especially noteworthy was the increased attendance at the 4:30 pm Christmas eve mass.
- Finance Council (Christine Gallagher):
  - Income for the first half of the year is above 3%. Surplus for the first part of the fiscal year.
  - Recommendations and findings will be reported later.

**Old Business/Action Items:**

- The PAC approved the Meeting Minutes from November 17, 2015.
- PAC Charter Review: (Roger Dunlap): Roger explained changes made to the Charter to include new membership procedures. PAC discussion focused on the new membership process and agreed to delay further discussion to its next meeting.
- Membership Recruitment (Roger Dunlap): Roger discussed new membership process and the need for a schedule (with milestones) to ensure PAC keeps a minimum of ten people total at all times. Roger will develop a draft schedule (with milestones) for discussion at the February PAC meeting. See Action Item #16-6 below.
- Business Manager Update (Deacon Chris Rauch): No update; Deacon Chris was not in attendance/excused.
- 'One Faith, One Hope, One Love' Campaign summary (Fr. Tom Schmidt): Father Tom is extremely pleased with the Parish meeting 132% of its goal. The Parish has pledged \$1,540,000 over the next five years.

**New Business:**

- Project 'San Damiano Cross' (Fr. Tom Schmidt): The Archdiocese requires Parishes to display a crucifix in the church. The PAC discussed placing a San Damiano Cross in the church which fulfills this requirement while maintaining our Franciscan heritage. Father is considering conducting a Parish-wide event focused on the San Damiano Cross. PAC also discussed the possibility of surveying parishioners about purchasing such a crucifix.
- Funeral announcements (Roger Dunlap): The PAC discussed improving death/funeral notification within the Parish. The PAC suggested posting funeral notifications on the Parish website (with family approval). Father Tom will discuss with the Bereavement Committee about posting parishioner deaths/funerals on the Parish website. See Action Item #16-7 below.

- 'Redeeming Administration' Chapter 8, Reflection (Shanna Romeo):
  - Shanna Romeo led a discussion of Chapter 8, 'Reflection'.
  - All PAC members should be prepared to discuss Chapter 9 at the next PAC meeting; Louise Carter will lead a brief discussion.

**Action Item Review :**

- Action Item #16-4: Chairperson Joe Schmidt will send out a revised PAC charter with previous 'new membership procedures' included for PAC membership review prior to the next PAC meeting. Update: Joe Schmidt sent a revised charter; PAC will readdress the charter for final review at the February 2016 meeting. Status: OPEN
- Action Item #16-5: Roger Dunlap and Michael Freil will research making of nametags to better identify PAC members during various Parish functions. Update: Action still pending. Status: OPEN.
- Action Item #16-6 (new): Roger Dunlap will present a draft schedule (with milestones) at the upcoming February 2016 PAC meeting to implement the PAC new membership process starting spring 2016. Status: OPEN.
- Action Item #16-7 (new): Father Tom will discuss with the Bereavement Committee about posting parishioner deaths/funerals on the Parish website to improve death/funeral notification within the Parish. Status: OPEN.

**Closing Remarks:** Roger Dunlap thanked everyone and closed the meeting. The next PAC meeting is scheduled for February 16<sup>th</sup>, 2016.

**The meeting concluded at 9:00 pm.**