



ST. FRANCIS OF ASSISI PARISH

6245 Wilmington Pike Centerville, OH 45459-7108

PASTORAL ADVISORY COUNCIL (PAC) MINUTES – April 25, 2017

The meeting commenced at 8:02 pm.

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

Opening Remarks: Joe Schmidt welcomed everyone to the meeting.

Reports:

- **Social Action Commission (Andy Devito):**
 - Discussed various upcoming events for the month of May.
 - Reviewed Committee feedback from the recent ministry fair.
 - Discussed parish involvement with immigration reform.

- **Faith Formation Commission (Lauren Rau):** Discussed preparations for their upcoming Ministry Fair, scheduled May 20-21.

- **Worship Commission (Roger Dunlap):**
 - Reviewed the recent Holy Week services
 - Discussed Eucharistic Ministers, Lectors, and Server training and recruitment of youth involvement.
 - Discussed recommendations to schedule/conduct “blessings of infants in the womb” and to put a “Suggestion Form” box in the church gathering space.

- **Finance Council (Ann Garcia):**
 - Completed a recent audit of the Keenagers, Bazaar Committee, Mens’ Club ministries, and the parish’s money handling processes. The Council found all had acceptable processes in place, and made minor recommendations to standardize the method of deposits. Ann provided a copy of each report.
 - Approved the Parish financial report for March..

- **Youth Ministry (Stephen Nehrbass):** The youth ministry will be attending a retreat this weekend at the Maria Stein Spiritual Center.

Old / New Business:

- **Review Previous Meeting Minutes (Roger Dunlap):** The PAC approved the Meeting Minutes from March 21, 2017.
- **Automated External Defibrillator (Michael Freil):**
 - Briefly reviewed the findings on Automated External Defibrillator (AED) devices
 - Expects to provide price quotes by next PAC meeting. See Action Item #17-4 below.
- **Business Update (Deacon Chris Rauch):**
 - Provided PAC an update on the church construction/renovation projects.
 - Discussed the status of the Parish's phone system which may need replacement.
 - Father Tom and Deacon Chris are interviewing candidates for the Parish's maintenance position this week.

Action Item Review (Joe Schmidt):

- **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: Michael will provide will provide quotes for the preferred Physio-Control model which will include options for maintenance of the devices by next PAC meeting. Status: OPEN.
- **New Action Items:** None.

Pastor's Final Comments (Fr. Tom Schmidt):

- Discussed initiatives to alleviate training and recruitment issues concerning the various Mass ministries (Eucharistic Ministers, Lectors, Servers, and Ushers).
- Updated PAC on the status of the Parish Vision committee.
- Expressed his gratitude to Jim Baumann for installing the church 'Song Board'.

Closing Remarks: Joe Schmidt closed the meeting; the next meeting is scheduled May 16, 2017.

The meeting concluded at 9:07 pm.