



ST. FRANCIS OF ASSISI PARISH

6245 Wilmington Pike Centerville, OH 45459-7108

PASTORAL ADVISORY COUNCIL (PAC) MINUTES – MARCH 26, 2019

The meeting commenced at 8:00 pm.

Attendees: Father Brian Phelps, Deacon Chris Rauch, Mary Ellen Singer

PAC Members Present: Ruth Addison, Louise Carter, Skip Fromm, Chris Gardner, Tom Kwest, Anna Monnett, Jill Raison, Delaney Smith

Meeting Facilitator: Louise Carter

Review Minutes & Staff Reports:

- **Previous Meeting Minutes:** PAC members approved the Meeting Minutes from February 19, 2019 as published.
- **Staff Report (additions):**
 - Question for Father Brian about the Bellbrook Good Friday walk and Easter Sunrise Service
 - Father Brian provided additional information and there was discussion of this as an opportunity for ecumenical worship. Potentially, we may adjust some of our activity times next year to facilitate participation. PAC members agreed that this was an item to be listed in the bulletin.
 - Question for Deacon Chris about the annual sewage backup
 - Deacon Chris provided more detail about the issue, the testing performed, and the sensors installed.

Reports:

- **Social Action Commission (Skip):**
 - Shared that there is discussion about potential collaborations with the Bellbrook Community Resource Center and/or Brigid's Path in honor of our 50th Anniversary.
 - Commission member Meghann Naveau has suggested writing a bulletin paragraph at intervals highlighting the activities/volunteer needs of ministries, with a bold goal of 50 new volunteers for the 50th!
 - Discussion is ongoing regarding support of the Gem City Market in the "Food Desert" of Dayton
 - The Bishop's letter on racism was reviewed
 - "Mission projects for Sustainability" is being considered as a lecture topic.
- **Faith Formation Commission (Chris):**
 - Several faith formation activities discussed:
 - A survey is being developed for parents of elementary school age children as we continue to endeavor to meet the needs of young families.
 - XLT Adoration and the Junior High supported Soup & Stations are going well
 - A workshop "How to Communicate with those disconnected from the Faith" revealed a "gem" core idea: "From Hostility to Hospitality"

- **Worship Commission (Ruth):**
 - A small group at meeting tonight – discussion about attracting new members – 3-4 needed
 - Deferred discussion of the Prayer of the faithful, although still endeavor to empower more people and relieve Deacon Chris
 - Consideration of prayerful experiences outside of Mass to engage parishioners.
 - Thank you breakfast for daily mass ministers was very successful.

- **Finance Council (Deacon Chris):**
 - It is a blessing that the Parish received proceeds from bequests this year that offset the cost of unanticipated roof repairs
 - Discussion about the process by which collections in excess of budget, after funding required reserves and contingency funds might be used and/or invested.

- **Youth (Delaney):**
 - Spring Retreat in April (12-14th) with St. Charles & Incarnation will be at a new facility at Maria Stein well suited for youth activities
 - Registration is open for summer events:
 - 1. Abide Leadership Conference
 - 2. summer mission trip will be in July in Cincinnati
 - Steubenville conference being planned
 - XLT – attendance is increasing. PAC members will receive special invitation to attend on 4/28 at 7pm

- **Community Room Update (Skip):**
 - Phase 1 furniture to be delivered Friday, March 29
 - After installation, there will be a “quiet phase” to identify issues, leverage strengths, and plan to proceed
 - Art work is still a divisive topic – prayer is requested.

- **Business (Deacon Chris):**
 - Parish Emergency Response Plan – meeting scheduled to complete
 - Discussion about letting some of our church grounds go to natural prairie
 - 1. Met with Dale Fitzpatrick, Miami Valley Horticulture expert with honeysuckle specialty, who recommended a forestry mulcher to about 30 feet in. After consideration, he declined to bid, but there is another bid on the project.
 - 2. Will likely initially clear/maintain the one current path
 - 3. The Eagle Scout prayer labyrinth project is set to go.

- **New Business (Deacon Chris):**
 - “Old” Stations of the Cross – there is reluctance to put them outside as had been discussed previously as they might be a desired theft item. There is also a box of art work that needs to be placed/adopted out. This matter is being referred to Worship Commission for their consideration
 - Leveraging Gifted and Called
 - 1. With the Social Action Commission discussion as a Springboard, many good ideas were generated. There was consensus around the idea of a focused campaign with a highly visible to the whole parish goal (similar to the “thermometer” approach or a capital campaign)

2. Gifted and Called being earlier in the year and a source of discernment for all parishioners about their way of being in the parish, rather than just a square filler for potential PAC members.
3. Broad support for Meghann's idea of bulletin features for ministries
4. Convene a small task group (Betty, Marty, Cathy, Meghann) to create an overall campaign strategy

- **Open Forum/Concerns:**

- N/A

- **Action Items: Review next steps captured during meeting discussion**

Previous Month Action Item	Who Owns It	Completion
Last weekend in January, 'community room' committee members answer questions after each of the masses	Skip	100%
Get feedback from remaining staff and key parish groups regarding current plan for Community Room; and identify/develop budget required for plan	Skip/Connie	100%
Identify a weekend toward the end of February that PAC members can answer questions and receive feedback after masses; then, communicate this out to PAC members	Jill	100%
Communicate back to Social Action Commission that they should reach out to Father Brian if they would like to meet in between monthly meetings for planning	Andy	100%
Discuss option to support funding from Men's Club regarding 'community room'	Skip	100%
Communication via flock notes, bulletin message, etc. regarding 'community room'; share at a high level: the plan, ask for thoughts/feedback, and let parish know we are exploring funding options	Deacon Chris	100%
Provide Deacon Chris feedback regarding Emergency Response Plan after he emails it out	PAC Members	100%
New Action Items and Those Carried Forward from Previous Month(s)	Who Owns It	Completion
Revisit a SWOT analysis with the PAC group in the future	Father Brian	
Finalize draft of Emergency Response Plan	Deacon Chris	97%
Plan for "Old" Stations of the Cross and box of art work	Worship Commission	
Small group to develop overall Volunteer Campaign Strategy incorporating Gifted and Called	Marty/Betty/Cathy Meghann	
Community Room Committee work with Deacon Chris and Father Brian to move forward with the approved plan	Skip/Connie	30%
Recurring Monthly Action Items	Who Owns It	Completion
Review staff report prior to PAC mtg & be prepared to share during PAC mtg anything of importance that you feel should be highlighted and shared w/ parish (in lieu of posting staff report in bulletin or on website)	PAC Members	100%
1. Bellbrook walk & Sunrise	Mary Ellen	
Email Vicki the approved PAC Meeting Minutes for the previous month's meeting	Andy	100%

- **Pastor's Final Comments (Father Brian):**

- A Seminarian will be living at the Rectory for the Summer as he completes CPE requirements for hospital Chaplaincy at Kettering Medical Center.
- An Intern, who has completed his 2nd year Theology, will live in the life of the Parish for a full year. This is a great opportunity for all involved.
- Young Family Adoration is being held 20 minutes before 11:00 am mass. This is one strategy as we continue to explore how to maximize parishioner's time here on Saturday evening or Sunday by aligning events, meetings, etc. with times that parishioners will already be here.
- Father Brian shared that he is very appreciative of what everyone is doing and closed the meeting

The meeting concluded at 9:00 pm.