



ST. FRANCIS OF ASSISI PARISH

6245 Wilmington Pike Centerville, OH 45459-7108

PASTORAL ADVISORY COUNCIL (PAC) MINUTES – SEPTEMBER 17, 2019

The meeting commenced at 8:00 pm.

Attendees: Father Brian Phelps, Deacon Chris Rauch, Jacob Lindle, Seminarian Intern, Mary Ellen Singer, Pastoral Associate

PAC Members Present: Ruth Addison, Lisa Barhorst, Melissa Bennett, Cathy Frank, Deb Franz, Chris Gardner, Tom Kwest, Anna Monnett, Jill Raison

Commission Representatives Present: Chuck Martinson

Welcome and Introductions: PAC warmly welcomed newly elected and installed members Lisa Barhorst, Melissa Bennett, and Danny Sprouse. This year's Officers include Chairperson, Anna Monnett, and Vice Chairperson, Dan Driskell. We still have a vacancy for the volunteer position of Secretary. All members were asked to prayerfully consider offering their service.

Review Minutes & Staff Reports:

- **Previous Meeting Minutes:** The minutes of the August 19, 2019 meeting were approved as published. Thanks to Skip Fromm for preparing them.
- **Staff Report (additions):**
 - No questions or additions

Meeting Agenda:

- **Commission Reports:**
 1. Social Action (Chuck Martinson)
 - All invited to the Distinguished Speaker Series supported by Catholic Social Services
 - The Commission is publishing a series of bulletin articles about Catholic Social principles
 - An event is being planned to highlight social action ministries and solicit volunteers.
 2. Faith Formation (Danny Sprouse)
 - The new Interim Commissioner is Maureen Goble
 - Activities are well described in the Staff Report
 3. Worship
 - Members of the Commission were attending an off-site, so no report was expected
- **Finance:**
 1. The Council did not meet this month, so no report was expected.

- **Youth Ministry Update:** PAC extends sincere thanks to Delaney Smith, who has served as our representative. She has graduated, and a new member is needed. Father Brian will coordinate with Marty McClain.

 - **Business Update:**
 - St. Francis has reached our Archdiocesan goal for collections for the “One Faith, One Hope, One Love” Capital Campaign. 60 % of further collections will come to the Parish. There are some delinquencies, and some communication issues.
 - Finance is exploring a move to a yearly box set of envelopes picked up at church versus the monthly mailing. The savings is approximately \$6000 per year. A question arose as to whether there is a way to alert electronic givers to upcoming collections. It was suggested that they be listed in the bulletin.
 - The Hardscape subcommittee of the Finance Council is considering options for refurbishing the outdoor Stations of the Cross. Deacon Chris suggested that an ad-hoc task group might be appropriate to assure that as many stakeholders as possible were included. PAC recommended to Fr. Brian that a task group be formed, and Chris Gardner from PAC agreed to serve as a representative. Other suggestions included: Jan from Worship, Matt from Faith Formation, one hardscape subcommittee representative and Steve from lawn mowing volunteers. Fr. Brian concurred.

 - **Action Item Review:**
 1. ASK PAC follow ups – PAC discussed assuring that we loop back on answers, publishing them in the bulletin as appropriate. Current outstanding items include:
 - Envelope Distribution – how to get off the list if giving electronically
 - Attraction for young families (part of SWOT discussion)
 - Flag Pole – discussion included checking with other churches who have flag poles (Anna) and the possibility of this being a Scout initiative (Dan/Skip Hume)

 2. Outdoor Master Plan – Hardscape Subcommittee reported as above on the Stations of the Cross, more is forthcoming.

 - **New Business:**
 1. Security Update – Fr. Brian reported that pursuant to meeting with Officer Davis of the Centerville Police, who strongly recommended it, the North Door will be locked for Entrance effective immediately. It will still be available as an exit door. Handicap parking has been relocated as part of the paving project to direct those needing it to the front door. A prominent sign has been placed at the North door, and announcements will be made at the end of each mass this week.

 2. SWOT Update – Fr. Brian outlined ongoing initiatives to address our identified SWOT, based on the product generated by our group work, analyzed and summarized nicely by Louise Carter at the end of her term as Chair. Fr. highlighted keywords that crossed over categories, and described current strategies as follows:
 - ❖ Welcome/Family
 - ❖ Build upon Sunday time investment for families by offering programming/social activities between the mass times
 - ❖ Increase the visibility of the youth of our parish
 - ❖ Project pictures of new families on our media screens
- *Of note, we had 40-50 new parishioners at the “Meet and Greet”
- ❖ Need for Volunteers

- Increase communication with new Parish Mobile App
- ❖ Enhancing Sacramental Life
 - Offering Adoration the Third Thursday of each month
 - Special family oriented adoration – 20 minutes
 - Expanded Confession Schedule
 - Improved prayer effectiveness

Two other ideas generated: coordination of ride-sharing from church for local events to increase opportunities for participation and assist those uncomfortable driving unfamiliar routes, and cell phone reminders about activities, which will likely be covered in the new parish app.

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

- Father Brian had no additional comments, closed the meeting and thanked everyone for their input and contributions.

The meeting concluded at 9:05 pm.