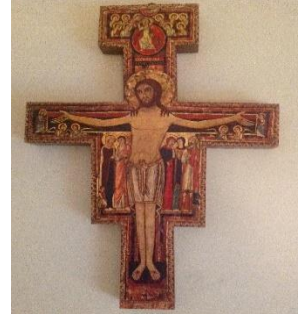


Tuesday, January 18, 2022

Staff and Commission Attendees: Fr. Brian Phelps, Deacon Chris Rauch, Barb Komhoff (Worship), Cheri Rotterman (Faith Formation), Ben Marsh (Seminarist)

PAC Members Present: Lisa Barhorst, John Hoffmann, Mary Gutman, Lynn Stuart, Cathy Frank, Danny Sprouse, Sarah Chivers, Tom Kwest, Shawn Norris, Melissa Bennett, Chuck Destefani

PAC Members absent: Dave Laurash, Chris Gardner, Deb Franz, John Maqsd, Skipp Fromm (Social Action), Laura Lipnitz (Youth)



Opening prayer at 7pm

Welcome: Fr. Brian: Thanks for coming early so we can get into the video about the Parish Family and discuss as a group.

Approval of October meeting minutes: John H made motion. Cathy seconded. Motion approved.

Staff Report: Deacon Chris

See report for full details.

- The parish is transitioning to Gabriel and PayLocity for new parish data and payroll systems.
- The diocese has access to our books from headquarters.
- The new systems will standardize things like vacation time, sick time, allow mobile application access.
- The length of the report is indicative of the amount of work happening in the parish. It covers two months, but those months also include Advent, Christmas, and the other celebrations.
- Someone donated Comic books to the parish. Cal Frank is willing to research them for value if they want to get them out of Deacon Chris' office. Deacon Ben has a friend that can help as well.
- Sound panels: Phase two is coming. The new panels are on order. We hope they arrive and are installed before Easter. The first phase cut a full second off the echo. It is currently at 2.75 seconds. The goal is to get it to 2 seconds. The ones being added to the ceiling will be fastened more securely since they will be hanging inverted.

Social Action: Meghann Naveau stepping out temporarily. **Skipp Fromm** is filling in. Fr. Brian reporting tonight.

- Heart, Hand and Mind initiative will be happening together with Incarnation and Catholic Social Services of Miami Valley. Skipp is meeting with Mike Orendorf. The first meeting is about poverty. Roles played as child and mother and have to figure out how to make ends meet.
- Second session is a retreat. Third session is a day of service. Hope to start these activities around Ash Wednesday for Lent.

Faith Formation: Cheri Rotterman

- Brainstorming program ideas for the coming year.
- RCIA needs a female for a young nurse candidate.

Worship Committee: Barb Komhoff (for Jennette Fromm)

- Candlelight Mass: 90 people attended. Very successful and positive feedback. Hope to continue with this.
- A Biblical Walk through the Mass. by Dr Edward Swri. Holly Shields did sessions on this book as well. Recommended by Fr. Brian. Talks about how scripture and the mass go together and helps with a better understanding of the Liturgy. Worship Commission going through it section by section and is finding it very enriching.

Youth Ministry: Marty McClain

- D-Cell small groups going strong. The Chosen videos are sparking a lot of great conversation with the group.
- High School Seniors start an 8-week view of the Bible from a high-level perspective focusing on 14 books.
- Praise and Worship Team hosting Adoration Jan 30 and Apr 24.

Business Updates: Deacon Chris Covered during the Staff Report.

- Notice today from Sugar creek Township that there is a Board of Zoning Appeals for a huge sign that is going to go in across the street. 37' tall. It will be on Clio Road closer to Elsas.
- Jim said he would take care of the donated comic books. Total value might be \$100.

Finance: Deacon Chris

- Financials in great shape even with replacing the chiller. \$40K received on Giving Tuesday. Up \$70k above budget for Sunday collections.
- Family Parish discussion. Many questions on finances. It should be the last thing that changes. The only thing to think about is the number of masses.
- Sound panel investment is going to be on the \$60k side when all installations are done. The remaining \$20-30k is being held for possible tweaking of the sound system once the panels are in place.
- The streaming is \$1,200/year for what we have. There is another service for \$300 with YouTube that will be more reliable than what we are using now. Hope to be up and running again with sound by this weekend.

Fr. Brian Discussion

Amazing Parish:

- Video (15 minutes): Managing Transition. Excellent, humorous talk on the process of communicating and ushering people through change in a parish.
- The Amazing Parish Timeline:
 - Mid-Feb – Announcements of pastors and assignments (Confidential)
 - March – Packages mailed on statistics – sacramentals, attendance numbers, mass counts and times, etc.
 - May – Parish Families have worked out the new mass times.
 - July 1 – Plan implementation begins. Still two distinct parishes. Nothing changes in that regard. Yet. The long-term portion of the process is to merge the operations of the parishes over a 3-5-year time horizon.
- Mass time factors:

- # of priests in the family (can only do two in one day)
- Can't plan based on retired or helper priests outside of the family
- Looking at % of capacity of current masses. Masses 40% occupancy or lower that can be accommodated by other masses should to be rescheduled and changed before 1 July so the new pastor doesn't have to deal with it.
- St. Francis church capacity is not 960 anymore due to COVID. We are now 'full' at around 500. There will be continued discussions as the census numbers and directions come down.
- Post 1 July there will be a guide for the parish families on how to move forward. The longer term implementation will happen after 1 July. 1 July should just be mass time changes only.
- Transition activities: Three town halls scheduled.
 - First Town Hall: (Morning, Evening, and Online opportunities) Listening. People are already contributing their concerns and they are being logged and reviewed by the staff. Give people the chance to be heard. (As mentioned in the video.) Lament. Share. Celebrate what we have and prepare for what is next. How do people feel? Staff took an offsite day and watched the video and talked about how to help people prepare for the transition.
 - Second Town Hall: Review Mission and Vision and see how they can help us prepare for moving forward as a good family member. The Holy Spirit has been preparing us for the past five or six years for exactly what is happening now.
 - Third Town Hall: Address the reality of the merger of Incarnation and St. Francis forming a new community. Talk through how to make this a win-win for everyone involved.
 - Carefully measure how the two communities will be blended and how the staff and ministries will start their interactions (if at all). Right now all of the administrative effort is focused on looking at what we can do now to ease the transition.
 - Come July 1, there will be an associate pastor and we will still have a staff.
 - Possible future naming approach could include coming up with a new name for the family (like the Nativity) with a St. Francis campus and an Incarnation campus.
- Participate in the Town Halls! Parishioners need to see PAC members as leaders and be there to answer questions and listen. We have a lot more knowledge than anyone else in the community at this point.
- Pray for the process, the people, the leadership, and everyone involved.
- "Everyone is happy when you're winning." How do we get people to buy in? What else can we do right now?
- Educate yourself on the 'Beacons of Light' website: <https://catholicaoc.org/beacons-of-light/learn-more>

New Business:

- Prayer, Teamwork, Discipleship are the three foundational concepts to Beacons of Light. Father Brian suggested we add into our meeting the opportunity for PAC members to **highlight anyone in the parish who has demonstrated Prayer, Teamwork, and Discipleship** for recognition.
 - Father Brian would like to recognize Phillis Wilemitis for taking over a lot of the duties after Mary Ellen Signer retired.

- Marty wants to recognize Phyllis and Ben for getting the activities for Sprit Day 1 going while he was in Florida with a family emergency.
- Lisa: Praying for the opportunities to make the transition more robust.
- Sarah: Two-fer for same situation. Difficult to come to mass because of small children. The Mom's group on Facebook and spousal support helped her with connecting with Christ on the weekends at mass together. Lots of encouragement during the craziness!
- Mary – shout out to the entire RCIA team for how hard they work to make learning the faith a joy.
- Cathy – Grounds committee – Cal started mowing grass until his allergies took over. He gets the award for teamwork.
- Sherri – RCIA teamwork. Everyone stepped up to preparing presentations and interacting with the group. Very positive experience.
- John – Found a sponsor for the young man who needed in RCIA. Now his wife is helping as well. Justin and Clara Orr.
- Ben – Teamwork with religious education with people filling in for teachers out with COVID.
- Lynn – Family with young children – neat to see how they were trying to share their faith, encourage them to listen to the readings. Parents working together.
- Tom – Sylvia Carmody Faith Formation. Prayer before starting. Gathering volunteers. Making necessary COVID adjustments.
- Chuck – Shout out to John and Michelle Nehrbass for all of the leadership of the music ministry and the teamwork they show at all of our services.
- Melissa – Interaction with friends at mass that carries long after and building the relationships.
- Barb – Small Church Community established by Mary Ellen Singer. Meet on Sunday at 9am and they Zoom with the three people and it's a powerful gathering of spiritual women. Knowledge is shared. Prayer is shared. That 30 minutes you can feel the Holy Spirit. She's glad she didn't let fear take over and agreed to do it. Comes to mass at 1100 prepared and ready to pray as a community. The small church community is wonderful.
- Deacon Chris – Parishioner shared that they stepped out of their comfort zone to talk with siblings who were fallen-away Catholics. Talked about different styles of prayer for over an hour and it was a wonderful witness on how to renew their faith through COVIID.

Next meeting: Tuesday, 15 February 2022

Closing Remarks: Fr. Brian. Thank You for all you've done. God bless!

Closing prayer: Fr. Brian