

## **Epiphany Pastoral Council Minutes**

**November 9, 2011**

The November meeting was called to order at 7:05 p.m. An opening prayer was given by Desi Wynter.

Members present: Laurie Weeda, Steve Woods, Floyd Sinkler, Marge Elliott, Paul Vidonic, Mike Snyder, Dorothy Hilgrove, Jerry Mullen, Desi Wynter, Glenn Pfluger, Alan Minor, Molly Smith, Father Jim and Jan Murphy.

A motion was made by Glenn Pfluger to approve the minutes from the October meeting. All agreed and the minutes were approved.

### **Pastor's Remarks**

Father Jim wanted to thank all who participated in the Retreat on October 8<sup>th</sup>. Sister Betty did a great job in helping us to reflect on how things are going in our parish.

Father Jim announced that Monsignor Shreve will be "semi-retiring" from his position as Vicar General. He will continue to participate in confirmations and large projects like the Bishop's Appeal, but will not be in the office five days a week. Monsignor Mark Lane will be assuming the remainder of duties as Vicar General. Monsignor Shreve will continue to be a part of Epiphany.

At this time Father Jim also updated us on the Columbarium Project. The sub-committee is still thinking through the next steps to come. They are looking for more parish feedback. Dixon's will be refining their model to clarify some of the details. The committee is looking at a target date of January 1 to present this new information to the parish at all Masses. During these sessions there will be an opportunity for anyone to offer suggestions. Some of the issues to be addressed are the Children's Garden, egress to the building and establishing a time line. It was stressed that we are still in the design phase.

Because no one from Finance Committee was present, Father Jim spoke of the budget as well. He was hoping to present the basic information to the parish this fall, with a more detailed report to be issued in early February. He will be presenting this information within his homily at all Masses. There has been concern that the parish has been spending out of savings for the past five years to meet budget. Father Jim wants to reverse this process and is committed to cutting costs. The monies received from the Annual Appeal last year went into the operating fund to help meet the budget. Father Jim wanted to stress that he was not being critical, just factual in stating our spending versus income.

### **Chairperson's Remarks**

Laurie reminded all that the next meeting will be on December 6<sup>th</sup>. There will not be a meeting in January. Instead, a Leadership Dinner will be held on January 3<sup>rd</sup>. More details will follow at the December meeting.

She wanted to thank everyone who attended the retreat and also thanked Sister Betty for her wonderful presentation.

The December meeting will be an opportunity to look at next year for all the ministries. Please have tentative budgets, "wish lists" and new ideas for events ready.

### **Vice Chair's Remarks**

Steve wanted to apologize for being unable to attend the past communication committee meetings due to prior commitments.

## **Ministry Reports**

### **Youth**

Margo was pleased to point out that there were several new youth at the lector workshop. She submitted the following report.

Forty Thanksgiving meals will be delivered to the CCHASM fairgrounds on November 15<sup>th</sup>. Contributions were made by the Education classes, WINGS, Ladies Bible Study, and RCIA. The next outreach will be November 13<sup>th</sup>. The group will be collecting money to go towards eyeglasses in Jamaica. In December they will conduct their annual fundraiser for Hilliard House. This year there are 28 youth and they try to allow \$50 per child. A table will be set up in the Commons after Masses the weekend of December 10-11 to accept donations. They will also be asking the Religious Ed students and "Give a Parent a Hand" participants for donation. Bridgett Hurley will be the coordinator for this event.

Share the Bounty was very successful this year. Lots of boxes of candy were sent to young adults and military members.

Middle School Movie night will be held on Friday the 12<sup>th</sup>. Last month over 25 youth attended. High School Youth Group will be restarting Paintball on November 19<sup>th</sup>.

### **Columbarium**

See Father Jim's comments

### **Finance**

See Father Jim's comments

### **Christian Formation**

Laura Miller was not present, so Laurie Weeda presented the update for Christian Formation. The religious ed programs seem to be running smoothly, with the help of our experienced teachers and guidance from Sue Murphy-particularly in the kindergarten program.

The Kiddie club has 15 families in the program and their next evening event is November 14<sup>th</sup>. Planning is under way for the spring Sacrament programs. The Children's Liturgy of the Word is underway and moving along well.

The nursery currently has four paid staff members.

In Adult formation, Deacon Rick will be working on re-visioning the Adult Formation Committee and the process of working with adults coming into the church.

The "Growing in Faith" series continues. The first session on Prison Ministry was not well attended, but the Roman Missal talks have been better attended. Other upcoming possible topics include Faithful Citizenship and a series to replace the Parish Mission during Lent.

The RCIA program has four candidates and one catechumen who are currently working through the program. Come and See will start up again soon.

New Mass settings and responses will be introduced in the weeks leading up to Advent.

The Middle School and High School Programs are going well. The last 15 minutes of each session is "large group" with all grades. New hospitality parent helpers are making the class sessions run smoothly. (See Margo's report for updates on other youth activities).

Planning for the Confirmation Retreat in January is underway. The Confirmation date is Saturday, April 21<sup>st</sup> at Epiphany.

There will be a VIRTUS session here on November 16<sup>th</sup>.

### **Human Concerns**

The Jamaica Mission Trip was very successful. Over 480 people were given vision screening. Used glasses were dispensed and some new ones that were donated by the James River Lions Club. Some unusual vision prescriptions were brought back and these will be filled by the Lions. They will be mailed along with other glasses funded by the Miracles from the Manger tag donations. Items such as flip-flops, clothing and religious education materials were presented as well. Other needs were discerned and the Partnering Ministry will continue to plan for future involvement with our friends in Jamaica.

The Stewardship of Time and Talent generated a long list of people interested in the Human Concerns Ministries. The results have been distributed to chairpersons.

Miracles from the Manger tags were available after the November 5-6 Masses and will continue until all are taken.

The Fair Trade Bazaar will take place on November 12-13 in the Commons. Different crafts, coffee, tea and chocolate will be available.

A mission trip to Honduras in February is in the planning stages. The goal will be to keep health records of the residents previously seen on earlier trips.

A grant has been received by the Post Abortion Ministry to provide financial aid for those who cannot afford the cost of attending the Rachel's Vineyard Retreats. The funds will also be used to produce a new brochure and outreach to Catholic Campus Ministries. The Benedictine Abbey will no longer be available for the retreats, so a new site is being researched.

### **Community Life**

Beth Lohr was not present to give a report, but Steve Woods noted that the Coffee Ministry needs volunteers. Forty people are needed and there are presently only 32. Glenn Pfluger commented on how nice the Memorial Service was on November 2.

## **Liturgy**

Floyd reported that the main focus of liturgy is preparing for the Mass changes. Inserts will be provided in the order of worship with changes. Deacon Rick's presentations have been very helpful.

In an effort to keep times uniform, daily Mass will be at 9:30, and evening Mass will begin at 7:00. Thanksgiving day there will be a Mass at 10:00 a.m. Christmas Eve Masses will be at 3:00, 6:00 and 10:00. There will not be a midnight Mass. Christmas Day Mass will be at 11:15. Other events scheduled include the annual Advent Lessons and Carols on December 4<sup>th</sup>, Feast of Our Lady of Guadalupe on December 12 and Advent Reconciliation Service.

We are still looking for someone to lead the Genesis Choir. If the position is not filled this group may be split between the younger and older choirs.

## **School Board**

Alan was pleased to report that enrollment was only down by four students. Compared to other private schools, that is a very good number.

Their Fall fundraiser, a 5K Run/Walk raised \$20,000. They kicked off the school year with a 50<sup>th</sup> Anniversary Mass, celebrated by the Bishop. This Anniversary will be a year-long theme.

The work on the construction of a new track continues. The plans have been submitted to the county four times, and continue to be revised. The estimated cost is \$200,000 and \$100,000 has already been raised.

On December 15-16 there will be a "Secret Santa Shop" where the children can purchase small gifts for family and friends. Vendors are still needed for this event.

## **Young Adult**

No report

## **Building and Grounds**

Jerry reported that repairs have been made at the Rectory. The door frames in the sanctuary have been repaired, but need to be replaced. Some electrical work is being done under the organ. Some of the classrooms will be having minor repairs done as well.

## **Communication Committee**

Glenn started off by thanking Susan for the new bulletin font and Elizabeth Hilgrove for creating and editing our new Facebook Page. This page will function as a Bulletin Board only and she is looking for information to highlight different ministries. There will be very limited access to posting on the site. Some of its suggested uses were slide shows of the Jamaica trip, thank you notices or funeral notices. Guidelines and rules are yet to be determined.

Steve Woods suggested that we put monitors in the Commons to relay information. He may know an advertising firm that would be willing to donate these. They could be linked to the front desk to make relaying of information timely. Father Jim noted that St. Edwards has a similar model in place.

The committee is looking into long term needs for outside signage. Effectiveness and costs will be determined.

### **At Large**

Marge commented that she had looked at the Epiphany Face Book.

Mike suggested that the Weekly Bulletin's upcoming calendar run from Sunday to Sunday to make planning easier. Laurie will contact Rita to arrange.

Desi brought up the traffic issue during Religious Ed class pick up and drop off. The process is slow and cars were backing up onto the street.

### **New Business**

Father Jim brought up the issue of parking lot safety. Now that there is a through entrance in our rear parking lot, there is a lot of "cut through" traffic. Some suggestions include signs, speed bumps or the construction of a gate. Marie Beitz is working with the connected neighborhood to help come up with a solution.

The issue of building security was raised by Father Jim as well. Because of VIRTUS issues, and the security of the staff, the building will be locked on a more regular basis. A protocol for this issue will be established.

Jerry wanted to let us know that there is a Rosary Project going on at St. Francis that is open to all parishes. Volunteers are needed to recite the Rosary daily, so that patients may view at a set time every day. If anyone is interested, please contact Jerry.

The meeting concluded at 9:00 with a closing prayer given by Father Jim.

Respectfully submitted, Jan Murphy