

Saint Joseph Cathedral Pastoral Council
Meeting Minutes
November 29, 2011

Opening Prayer:

- Michael Elton called the Pastoral Council meeting to order at 7:07 pm.
- Deacon Tom Johnston led the Council with the "The Pastoral Council Prayer".

Roll Call:

- Secretary April Griffith Taylor led the roll call.
- o Absences –
 - **Matt Harper** **Excused**
 - **Felecia Krakowka** **Excused**
 - **Elizabeth Roach** **Excused**
 - **Donna Sims** **Excused**

Approval of Minutes:

- Michael asked the Council to refer to the October 25, 2011 Meeting Minutes (handout #1) and requested any changes or additions.
- Michael Chow asked that we make changes to the *Old Business Action Items*. The verbiage was changed to read "Grandfathered under the State laws".
- Corey Schaal made a motion to approve the October 25, 2011 meeting minutes with the noted changes and Phil Renico seconded the motion. Minutes were unanimously approved by Council.

Rector's Report:

- Father Michael Gribble said that he has nothing new but he has been very busy with Advent activities.
- Father Gribble announced to the Pastoral Council that he will be with St. Joseph Cathedral as its Rector for at least the next 1 ½ years.

Deacons' Report:

- Deacon Tom Johnston reported that the Giving Tree has a lot of scrolls on it and that they need to be picked up. Deacon Tom said that he has put 120 scrolls on the tree. It will be a real challenge to fulfill all the wishes on the tree. Don Leonard said that some of the St. Vincent tags have been taken. Deacon Tom asked that all Pastoral Council members encourage parishioners to take a scroll. Deliveries will be made to the Bryden Place Nursing Home sometime next week. The due date for all deliveries to Bryden Place will be December 18th.
- Don Leonard asked the Pastoral Council to take the scrolls first, then the St. Vincent de Paul ornaments.
- Deacon Tom announced that the Cathedral Christmas Cleaning is scheduled on Dec 19th. Sign-up will be in the narthex beginning Sunday, Dec 3.

Chairman's Announcements:

- Michael Elton thanked Renee Morkassel for arranging the Pastoral Council retreat on November 6th. The visit and tour at the Shrine of Maria Stein was beautiful and the restaurant was great. Everyone has a wonderful experience.
- Michael announced that the Blood Drive needs a new Cathedral volunteer to help organize the drive. We need to get the word out into the parish regarding our blood drive efforts. Corey Schaal explained everything entailed in this committee activity.

Old Business/Action Items:

- **Pictures of the RCIA Candidates/Catechumens.** Jim Desmond discussed where to send the pictures of the Candidates/Catechumen candidates. Michael Chow said that he needs to have the pictures to post to the website. The board will be on display before the next meeting.
- **PayPal** progress. Michael Chow explained to the Council the process of setting up a PayPal transaction. Nancy Thornock asked about the security procedures for PayPal. Michael Chow assured that the PayPal process is totally secure and safe to use. Mark Farnham echoed that we still need to push parishioners to use ACH donations. Marilyn Tomasi stated that we really need to move to an easier way for parishioners to give to the parish. Laura Farnham asked how we market this new PayPal process. Sherri Dembinski stated that we have limited space in the bulletin, so we must be prudent with what we print in the bulletin.

- **Time and Talent Form.** Michael Chow said that this action item has been completed and the forms are posted on our website. Don Leonard said that the forms can now be saved and completed be saved using Adobe Reader.
- **The Stewardship Committee.** Michael Elton said that we will skip this item and discuss it later in the meeting under *New Business*.
- **Ad Hoc Committee and Works of Anastasi 2012.** Michael Elton announced that Felecia Krakowka is not present at the meeting and has no updates to report.
- **Emergency Exit Plan.** Michael Elton asked Kim Mattox about her progress with securing an associate to help the Cathedral with its emergency exit plan. Kim said that she is still working on this project but things are looking positive.
- **The Giving Tree.** Michael Elton announced that this action item was discussed earlier in the meeting. Michael Elton thanked all committee members with submitting their reports in a timely manner.
- Michael Elton directed the Pastoral Council to the handout regarding the **New Parishioner Welcome Reception** provided by the Stewardship Committee. Tom Kernan stated that we are keeping everything that we normally do during after the 10:30am Mass, but we have invited the new parishioners to join us. We plan to make the event more lively and fun filled. The first welcome reception is scheduled on December 4th. It would be great if all of the committees would make the coffee and doughnuts time special for the new parishioners.
- **The Finance Committee Report.** Mark Farnham has met with his committee and has spoken with Ron Puzzutti as well as forensic architect James Luckino. Father Michael Gribble described some of the flaws that were made in the building structure.
- We are trying to set up the Gala Fund with Ann Puzzutti.
- Mark said that we are up in weekly offertory donations and currently bringing in between \$6,500 to \$7,000 per week, but we need \$10,000 per week to keep the Cathedral within operating budget. The shortfall is about \$3,500 each week. Terri Scott reported that we collect about \$3,000 per month in ACH donations. Mark believes that the PayPal donations will help. Corey Schaal asked about the benefits programs with Kroger's and other retail programs. Tom Kernan reported that we are still actively pursuing these avenues.
- **Miscellaneous Old Business:**
- David Owens announced that the door was ajar last Sunday after the 10:30 am Mass. David suggested that we post a note on the door asking parishioners to close the door behind them. The Council discussed other methods to enforce security in the lower level.
- David Owens wants the Liturgical Minister candidates be provided a form to complete before they begin training with the Liturgical Ministry staff. Father Gribble said that a special blessing needs to be given to all new Liturgical Ministers and we need to resume this practice. Father Gribble also mentioned that we need to submit Liturgical Staff members to the Bishop every three years.

New Business:

- Michael Elton mentioned that we need to establish a recycling program for the Cathedral. Sherri Dembinski said that the Rectory Office has a recycling program in place. Tom wanted everyone to know that the parish has endowments in place. Tom and Sarah (his wife) are organizing an endowment for the Cathedral Music Department. Tom has met with Father Gribble, Bishop Campbell and consulted with David Garick about establishing this fund. Tom said that the Bishop wants to see a \$1 million dollar fund and Tom has put together a committee.
- Michael Elton said that the Bishop has sent out a question to all Deanery Councils and he wanted the Councils to look for ways throughout the diocese to convey modest appropriate dress for parishioners. The Pastoral Council discussed this subject in detail.
- Marilyn Tomasi mentioned an awareness campaign will begin over the next few months regarding Catholic Charities.

Closed Session:

- No closed session was held.

Next/Future Meetings:

- Michael Elton announced the next Pastoral Council meeting will be held on Tuesday, January 31, 2012 at 7:00 pm.
- Written updates on Committees and Organizations due to Secretary by January 24th.

Closing Prayer:

- Deacon Tom Johnston led the council in closing prayer at 8:42 pm.