

Our Lady of Guadalupe Church

Parish Pastoral Council Meeting Minutes

February 3, 2010

I. Opening Prayer

Father Gentili opened the meeting with a prayer.

II. Roll Call

Present: Marilee Beyer, John Blank, Kim Brown, Joseph Cannella, Carol Ann Ernst, Vince Furlong, Anne Kane, Pamela Miller, Lawrence Senour, Barbara Tramo, Mark Wetzl, Msgr. Gentili

Excused: Angela Guidone, Deacon Gohde, Father Navit

III. Scripture Reflection

Marilee led the Scripture Reflection with the theme "Call to Collaboration".

John Blank will lead the Scripture Reflection for the March 3, 2010, meeting.

IV. Approval of Minutes from Previous (Nov. 4th) Pastoral Council Meeting

The minutes were approved as written.

V. Report By Ex Officio Members (Finance, Adult Faith Formation, Religious Ed)

Finance Council: Marilee Beyer provided the update in Angela Guidone's absence based on a written update prepared by Angela Guidone. The report was based on the meetings held on Nov. 17th, and Dec. 15th. Highlights included: letter to OLG and SMT school families regarding subsidy policy, fiscal year financial report reported at December 5th and 6th masses, proposal and setup of Budget Planning sub-committee for 2010-11, settlement on new parish rectory, Tim Cathers will chair the Fundraising Committee, and preliminary discussions held regarding the need for new parish staff to include: Facility Maintenance Manager, Youth Minister, and Director of Music.

Adult Faith Formation: Anne Kane provided an update. The PREP Bible Study group has been very successful with 12 members, as well as excellent attendance in the 24 week Bible Study - Great Adventure series. During Lent, a Thursday evening series will be offered, along with Benediction and Exposition of the Blessed Sacrament. The Bereavement and Liturgy committees are meeting regularly, and the Health and Wellness is very active in meeting and providing services to the needy in the area.

Religious Education (PREP) – Pamela Miller reported that Prep classes will be moving to the Cold Spring Elementary School for classes beginning March 1. Pamela had a walk-through with the principal at CSE. A meeting is scheduled with PREP instructors to discuss planning and communication to parents regarding the move.

VI. Updates

1. **Land development process** – Msgr. Gentili provided an update. Building is progressing on schedule. Weather has to be favorable before the foundation can be poured. Foundation of bell tower is in, exit and entrances are being worked on as well as parking lots. The Archdiocese is supportive of the progress. Msgr. Gentili recently met with Tom Verrichia, Deacon Gohde, and the architects to discuss the revised architectural fees to complete the revisions to the church. This was discussed as it is important to the Capital Campaign committee, finances and position document on financing the project to the Archdiocese Building Committee .
2. **Development Committee** – Michele Savage provided Campaign Committee meeting minutes and an update on recent developments. A Steering Committee has been established to plan and steer the campaign. Deacon Gohde has accepted the temporary position as Development Campaign Director. CCS has been hired to conduct the combined Building Campaign and the Archdiocesan Heritage of Faith Capital Campaign. Our parish stipend was reduced to \$500,000 for the Archdiocesan campaign. A feasibility study based on parishioner interviews is underway.
3. **Move of PREP Classes** – Update was provided under Ex Officio Member updates.
4. **Architectural Fee letter** – Msgr. Gentili provided a document regarding revised estimates for architectural fees for enhancements to the original church plans which he had also reviewed with Tom Verichhia and Deacon Gohde. A letter will be provided to the Archdiocese Building Committee to explain our financial plan for covering the revisions to the new church.
5. **Content to communicate to parish on status at construction site** – Throughout the meeting various ideas were discussed as to how to communicate to the parish what is going on at the building site and what level of detail is necessary. Updates to the website, monthly emails, updates to the bulletin were some ideas that were discussed. A formal update will also be provided to parishioners prior to the beginning of the Capital Campaign. It was also thought that results of the feasibility study might provide some insight as to what the parishioners might be looking for in terms of updates. ** Council members all agreed that there are many questions that come up frequently and in order to address these we should compile a list of talking points or FAQ regarding the building of the new church. Mark Wetzel volunteered to be the point of contact and all members should email Mark with a FAQ or bring them to the next meeting.
6. **How are we handling increase in maintenance expenses** – This was discussed briefly in the Ex Officio Finance council update – there is a possibility of hiring a Facilities Maintenance manager.
7. **Anniversary Celebrations** – Marilee Beyer reported that Anniversary Picnic plans are underway under the direction of Tony Quattrone. This will be a celebration only and not a combined fundraising event.
8. **Fundraising** - Larry Senour provided an update. Six fundraising events are planned for 2010, including a raffle, Basket Bingo, and a Beef and Beer. An

electronic survey is available for parishioners to share what types of events they would like to participate in.

VII. Next Meeting

Our next meeting will be March 3, 2010 at 7:00 p.m. at the Rectory.

VIII. Closing Prayer

Father Gentili led the closing prayer.

Respectfully submitted,

Kim Brown
Secretary