

OUR LADY OF GUADALUPE CHURCH
PARISH PASTORAL COUNCIL
Minutes November 14, 2018

I. ROLL CALL

Monsignor Gentili, Paul Crovo, Chip Puchino, Matt Gavinelli, Mike Broglie, Deacon Brady, Father Ianelli, Emily Clementi, Lisa Martinez, Carol Kalouche, Dominique Galloway, Ray Lokay, Leo Craig, Juan Navia
Recording Secretary: Teresa Fischer

Excused: Jessica Walters, Steve Workman, Lisa Kopertowski,

II. OPENING PRAYER

Monsignor shared the Gospel from today – Luke 17. Jesus challenges us to reach out to others and emphasizes the need for us to be disciples of gratitude.

III. APPROVAL OF MINUTES FROM PREVIOUS (September 12, 2018) MEETING

Matt Gavinelli asked for a motion to approve the April minutes. Chip Puchino motioned and Emily Clementi seconded the motion. The members of the committee unanimously approved the minutes. Teresa will post on the website.

IV. REQUIRED READINGS/AOP AUDIT

As leaders in the parish Monsignor recommends that council members stay abreast of important topics in our faith and remain strong in our Catholic Faith. The following two articles were recommended to the Parish Pastoral Council (PPC). Monsignor thought these were a wonderful critique while remaining faithful to the church.

Legatus withholds Vatican Tithe

Supreme Knight calls for full accounting of misdeeds

In addition, Our Lady of Guadalupe (OLG) was recently audited by the Archdiocese of Philadelphia (AOP) regarding Safe Environment procedures. The audit went well. OLG holds itself to stricter standards than even the AOP requires. The safety of our children is of utmost importance. Furthermore, Monsignor noted that if a parish volunteer has something in their past such as a minor crime/offense/DUI it will not affect their ability to volunteer in a ministry at OLG. Furthermore, this information is kept private in the OLG office. Only Ed Zapisek and Monsignor have access to this information.

V. YOUTH MINISTRY UPDATE

Youth Ministry has experienced an excellent start to the year. Attendance at both the high school and middle school youth groups is increasing weekly. Blaze has eight girls and Little Flowers has 14. The First Family Night was held for the first time in October and was not greatly attended. Lisa is hoping attendance will increase in Advent. The Live Nativity will be the weekend of December 15 and 16. In January 2019, Lisa Kopertowski, Father Ianelli and several high school and college students will attend World Youth Day. The youth group will be attending the Steubenville Youth Conference in June 2019.

VI. RELIGIOUS EDUCATION AND ADULT FAITH FORMATION (AFF) UPDATE

On December 17 Emmy Award Winning Actor Frank Runyeon will perform his play “The 3 ½ Stories of Christmas” to the PREP children and their families. All parishioners are invited. The Women’s Advent Breakfast sold out and has 215 attendees. AFF is hosting two Advent groups for parishioners to join. There are five adults and six youth in the RCIA program.

OLG should know in January 2019 if it has received grant approval for the Director of Hispanic Ministry. This is a three-year position that is fully covered by the grant.

AFF is handing out books before all the Christmas Masses and needs help with distribution. This will provide a nice opportunity to welcome guests, provide them with a gift and answer any questions.

In addition, Monsignor was sad to report that Jessica Walters, OLG Director of Religious Education (DRE), is resigning effective early January 2019. Under the direction of Bob Weikel, a job search committee for the new DRE is being formed.

VII. SECURITY RECOMMENDATIONS

The parish has an emergency policy but in light of the recent shooting in Pittsburgh and vandalism at OLG, security has become a top priority. Bob Weikel is coordinating a new safety and security team. This team will reevaluate our current plan, work with local police and implement the new policy. This past week an email from Monsignor was sent with the subject “Security at OLG”. Several parishioners have reached out to Monsignor in response to this email including several who have prior experience with law enforcement and security. Ray Lokay was selected as the Parish Pastoral Council (PPC) representative on this committee. Monsignor commented that the Buckingham Police are involved and investigating the recent vandalism at our parish. OLG will continue to have a police presence at all Christmas and Easter masses.

VIII. EVANGELIZATION SUBCOMMITTEE UPDATE

○ Organizational Review Sub-Committee

Under the Direction of Bob Weikel, ministry budgets are complete. In addition, SOPs have been completed for the Parish Life Center (PLC) including the kitchen.

Joe Balaza has trained all of the staff on the use of the kitchen and ministry training has begun. Before using the PLC kitchen, all staff and ministry members need to complete the training and sign the appropriate SOPs.

- Outreach Update – Deacon Brady
Deacon Brady and the Evangelization Committee are working on several initiatives. The committee has decided provide a modified version of the revamped Hospitality and Greeting Ministry for the Christmas Masses this year. The new plan includes having 10 to 12 “OLG Ambassadors” at each of the Christmas Masses. The goal is to make all visitors, particularly those who visit OLG just once or twice a year to feel welcome and appreciated. The grand plan will be launched in January and will include training sessions for those interested in becoming OLG Ambassadors. The PPC discussed inviting parishioners to join this ministry via an invitation from the clergy and through the bulletin. . The rollout for the entire plan will be on Ash Wednesday.

In addition, the Evangelization Committee recently sent a Flocknote inviting recipients to experience the OLG Difference. Deacon Brady received positive feedback and noted the high open rate. During advent, the OLG videos will be sent to parishioners. These videos clearly portray the OLG Difference.

- TECHNOLOGY UPDATE
 - Flocknotes
Since the Flocknotes sign up weekend in October; the parish has captured cell phone numbers for more than 500 parishioners. This will allow the parish to text (as well as email) which will enhance parish communication. Flocknote analytics show that the most read recent communication was Monsignor’s letter on safety. The staff is fully functional with Flocknotes and ministries are beginning to utilize.
 - OLG Technology Plan
Steve Workman has drafted a technology plan for the parish and Monsignor would like to form a Technology Team. Possible members of the team include Frank Dolski, Dante DeAnnuntis, Teresa Fischer, and Dan Kearns. Dick Clark will serve as a financial advisor to team. The PPC will recruit new members to this team (and possibly a leader will emerge) who have experience in social media, live streaming, cameras, large screens, etc.

IX. MINISTRY WEEKEND, NOVEMBER 3 AND 4

The recent Ministry Fair went well and there were 64 signups for various ministries. Mike Broglie noted that a major part of the fair’s success is the hard work of Katie Mullen and the

Hospitality Ministry. PPC members mentioned that the Narthex was very crowded and discussed other options for the ministry fair including holding in the courtyard or PLC. This has been discussed with previous councils and Monsignor explained the format for the fairs. He emphasized that parishioners are welcome to join ministries at any time and the purpose of the three fairs is to highlight the various ministries and welcome and greet new parishioners. PPC discussed having lanyards for ministry leaders and PPC members. A revised format should remain a part of future discussions.

X. SOCIAL AFFAIRS COMMITTEE

- Comedian Johnny Beehner will perform in a sold-out show on Friday, November 16 in the PLC.
- A successful parish golf outing was attended by 55 golfers in October.
- On Sunday, December 9 the Social Committee is hosting “Milk and Cookies with Santa” after all Masses in the PLC.
- Although the goal of these social events is to bring our community together, the Social Committee has contributed more than \$3K to OLG.

XI. LITURGY COMMITTEE UPDATE

Father Ianelli and the committee recently met and reviewed 40 Hours, which included a powerful Benediction in the courtyard for the close of 40 Hours. Parish is participating in Called by Name, the AOP program to promote vocations to the priesthood. Upcoming liturgical events include Advent/Christmas as well as the Feast Day of Our Lady of Guadalupe on December 12. Monsignor is grateful to this committee and their commitment to making our liturgies beautiful.

XII. FINANCE COMMITTEE UPDATE

The Director of Youth Ministry is asking for part-time secretarial support. The parish is still trying to reach the weekly collection goal of \$32K each week. The two percent balloon interest rate with the AOP is up for negotiation in June 2019. Church attendance head counts were down in October but head counts and giving were up in November, despite issues happening with the Catholic Church throughout the world.

Monsignor added that collections are up 7% from last year and collections are 7.5% over the projected goal for this fiscal year. The hope is that we will reach \$32k by 2020. The PFC may need to investigate other fundraising options if the parish does not make its projections. On the local level, OLG continues to grow disciples and follow the Lord. The Stewardship Campaign Appeal will be an indicator of how OLG is doing.

- Stewardship Appeal
The Stewardship Campaign Appeal has received an excellent response

(approximately \$28K donated) in the week since the letters have been mailed. Monsignor reviews all contributions, comments and sends a thank you letter for every contribution.

XIII. OTHER COMMITTEE UPDATES/NEW BUSINESS

The council discussed second collections at OLG. All second collections are announced the week prior. In addition to the collection basket, people contribute via Parish Giving or bringing/mailling their donation to the parish office.

XIV. NEXT MEETINGS

- 12/19/18 – Joint with PFC at the Parish Life Center
- Next PPC Meeting - January/February 2019

XV. CLOSING PRAYER

During the month of All Souls, Monsignor asked council members to remember family and friends that have passed. The council prayed a Hail Mary.