

OUR LADY OF GUADALUPE CHURCH

PARISH PASTORAL & FINANCE COUNCIL

December 9, 2020

Report

I. ROLL CALL

Attendees: Monsignor Gentili, Dick Clark, Tom Rakszawski, Ed Zapisek, Father Ianelli, Emily Clementi, Matt Gavinelli, Ellen Roehm, Peter Hawley, Tim Conniff, Barbara Kieffer, Ray Lokay, Leo Craig, Lisa Martinez, Dominique Galloway, Greg McGovern, Chip Puchino, Juan Navia, Joel Zazyczny, Paola Cubides Herrera, Laura Campbell, Deacon Brady, Carol Kalouche, Michele Savage, Lisa Kopertowski, Philip Junker, William Conway, Raymond Kalouche, Brendan Zehner, Greg McGovern, Bob Weikel

Recording Secretary: Teresa Fischer

Excused: Paul Crovo, Mike Broglie, Judy Wicklum, Dan Drain

II. OPENING PRAYER

Monsignor read the Gospel from today (Matthew 11, 28-30) which is the Feast Day of St. Juan Diego. In the gospel, Jesus says take my yolk and put it on you so it will help us carry our burden. This is a wonderful image for our council members to remember to practice the Our Lady of Guadalupe (OLG) difference especially during the pandemic. He asks members to continue to help the clergy to carry the burden. Council members prayed the Hail Mary.

III. Approval of June 17, 2020 Meeting Report

Council members approved the report and Teresa will post on website.

IV. REVISION OF STRATEGIC PLAN

- The Strategic Plan originated shortly after Monsignor arrived at OLG. The Archdiocese of Philadelphia (AOP) wanted all parishes to focus on seven areas (Liturgy/Worship, Welcoming, Evangelization, Education/Formation, Charity/Mission, Effectively Administered Parish and a Gifted Parish Living Responsibly) that were developed by United States Conference of Catholic Bishops (USCCB). OLG has accomplished so much since the year 2000. The expectation is that we will continue to provide the programs/services/staff in each of the areas and continue to develop new ways to evangelize and serve our parishioners.

Going forward Monsignor would like to review and renew the 2017-2022

Strategic Plan and the Strategic Plan Tracker in order to focus on the three main areas of Outreach/Evangelization, Organization/Institution Review and Fiscal Responsibility/Stewardship. The tracker is a living, breathing document and puts the plan into a condensed form. Furthermore, we will propose an addendum which will extend the Strategic Plan from 2021-2026. Monsignor will work with Juan Navia and Matt Gavinelli to put together a draft of the document for discussion at the upcoming Pastoral and Finance Council meetings.

- Report from Pastoral Council

- 1) Safety and Security – Bob Weikel

The parish is installing two license plate reader cameras at both entrances/exits to the parish campus and a new security system to identify visitors at the Parish Life Center (PLC). The license plate reader camera project is over budget due to complications with installation. In addition, the parish will soon receive the \$25K grant from the State of PA.

- 2) Use of Technology – Deacon Brady / Teresa Fischer

Generally, the livestream is going very well. The parish has experienced some glitches due to the interference between the livestream cameras and the security cameras. In addition to Mass, some funerals and a wedding, OLG is regularly livestreaming other parish events such as the Women's Advent Morning of Reflection and a Respect Life Program.

The TVS in PLC have been updated with switchers so we can view livestream Mass to accommodate overflow seating. We plan to utilize this new technology for the OLG Feast Day Mass this weekend and will use again for Christmas Masses, if needed.

The parish emailed our first parish survey via Flocknotes to access parishioner attendance plans for Christmas Mass. The survey was well received and we had an excellent response. Facebook and Instagram are consistently used and we continue to get more followers and positive comments on social media.

Monsignor would like to form a new technology committee to assist the staff and clergy to use our new technology correctly and appropriately. Deacon commented that there are many unchurched people and the Catholic Church is losing people. We have learned that digital tools are very effective in reaching people.

- 3) Hispanic Community Ministry – Paola Herrera

Paola would like to integrate our Spanish-speaking parishioners even more into the parish community. Despite the pandemic, the Hispanic community has grown tremendously. The next step is to integrate

these families at an even deeper level. Ideally, she would like to have Mass in Spanish more frequently. These families are full members of our community as the children are registered in PREP, sacraments are being held and RCIA has a Spanish track. In addition, the parish website has a Spanish section and Paola translates important parish communication for this community. Monsignor commented that we need to support Paola in these initiatives.

V. Report from Finance Council (Dick Clark)

- **Offertory Collection**
The weekly collection is doing well. This past week the collection was just under \$31,500. The fiscal year average is \$31,750 which is 4.4 percent over last year.

In addition, Tom Rakszawski reported that the parish Payroll Protection Plan (PPP) loan has been forgiven.
- **Stewardship Campaign**
As of today, \$144K has been raised from 380 responses. We are at 96 percent of the parish goal of \$150K. Last year we received \$187K in donations. We continue to receive donations. Monsignor commented that the response to the Stewardship Campaign Appeal has been unbelievable considering the pandemic.
- **Legacy Campaign**
The Legacy Campaign has \$1.5 million in pledges and over \$500K in cash received. Prior to the pandemic, members of this committee were meeting with donors individually at the rectory. In the fall, they continued with small dinners at the PLC, which also gave attendees the option to attend via Zoom. The return has been remarkable. Approximately 25 families are still considering supporting this campaign. Dick thanked the entire team for their efforts in this project. For now, they will take a break and then discuss how to approach the next tier of parishioners. The next phase of this campaign is extremely important and probably the most difficult. The goal of the Legacy Campaign is \$5 million so OLG can pay off its two loans and pay down the parish mortgage.
- **Major Projects and budgeting**
The PFC will be working on project management for a few upcoming major parish projects. The projects include security, insulation of piping at church, external wood repairs at the church and lighting in the church and parking lot. Combined these projects total approximately \$600K or more. These projects need to be prioritized and sequenced. Going forward the PFC will take a more active role in managing these major expenditures.
- **Promotion of memorials to complete artistic and architecture works**
continues to be very positive. We have updated the pamphlet which will be placed

in the narthex.

- An Investment Subcommittee has been formed. The parish has approximately \$600K that can be invested before the balloon loan payment is due in 2024. The subcommittee is developing financial guidelines to make sure they invest in socially conscious organizations. They will not allow any funds to be invested inappropriately or against our Catholic values.

VI. New Business

- Christmas Attendance Plans – Monsignor and Father
The Christmas Mass Survey results have helped the Liturgy Committee develop a plan for the Christmas Season. The parish will have its normal Christmas Mass schedule. There will be overflow seating in the PLC. Monsignor communicated to parishioners his suggestions for safely attending Christmas Mass this year which included information about livestreaming as well as attending a Mass another day during the Octave of Christmas.
- Facilities Associate
Vince Romendio has joined the parish staff as the new facilities associate. He will assist Joe Balaza, the parish facilities supervisor.
- The parish is making a new commitment to focus on vocations to the priesthood, religious sisters and married life.
- The parish PREP program has almost 500 students. This year is the first time we have an 8th grade PREP class. There have been some drawbacks to the new digital program but overall it is going well.

VII. The next Joint Meeting of the PFC and PPC is June 16, 2021
Matt thanked Dick Clark and the PFC for their tremendous work.

VIII. Closing Prayer

Monsignor thanked all the council members for their work and dedication especially during this pandemic. We are living the OLG Difference. He asked all the attendees to gather their thoughts and prayers and to thank God for the gift of our faith and family. Council members prayed the Our Father.