

**OUR LADY OF GUADALUPE CHURCH**  
**PARISH PASTORAL COUNCIL**  
November 15, 2017

I. ROLL CALL

Monsignor Gentili, Frank Dolski, George Fernandez, Paul Crovo, Marlene Funk, Chip Puchino, Matt Gavenelli, Steve Workman, Mike Broglie, Rose Hampton, Emily Clementi, Lisa Kopertowski  
Recording Secretary: Teresa Fischer

Excused: Deacon Brady, Jessica Walters, Father Ianelli

II. OPENING PRAYER

Monsignor shared the reading for the upcoming Sunday and the council discussed.

III. APPROVAL OF MINUTES FROM PREVIOUS (September 13, 2017) MEETING

Steve Workman asked for a motion to approve the September minutes. Frank Dolski motioned and Lisa Kopertowski seconded the motion. The members of the committee unanimously approved the minutes. Teresa will post on the website.

IV. Finance Committee Update

An additional \$250K was needed to complete some architectural aspects of the church as it impacts the courtyard. The Fundraising Committee, a subcommittee of the Parish Finance Council (PFC), is holding a silent campaign to address the shortfall. They expect to receive 100 percent participation during this silent campaign and anticipate raising the entire \$250K.

Parish is looking forward to implementing the Strategic Plan after it is approved at the combined meeting of the Parish Pastoral Council (PPC) and PFC in December. The parish noted a significant increase in PREP revenue. Collections are up three percent over last year and just under \$25 thousand each week. Collections were projected to be increased by 7 ½ percent. If this trend continues, by 2020 the parish will not have enough cash to pay annual principle payment. While presenting a concern, the PFC will be looking into ways of correcting this trend. Monsignor stated that the PPC has many exciting projects proposed, going forward these projects will need to be self-funded.

Parish representatives met with representatives from Porter and Curtis, the official Risk and Insurance Corporation for the AOP. In general, most things are covered at the Parish Life Center (PLC) and those that are not covered can be covered through additional insurance. The parish will be able to use the PLC as planned.

- PLC campaign & other updates
- Stewardship Appeal  
The Stewardship Campaign Appeal is off to an excellent start. To date, 125 families have donated \$42K. The parish increased the requested donation for each family and the overwhelming majority are giving the requested amount or more.

V. Youth Ministry Update

Youth Ministry meetings have been going very well in the PLC and the kids love the new space. Lisa Kopertowski reported that YDisciple has been received better than she expected. The average attendance at the weekly Youth Ministry meetings are about 17 to 25 teens at the junior high meetings and 15 to 20 teens at the high school meetings. Additionally, approximately 10 girls are part of the Little Flower Girls Club. Lisa was very pleased with the attendance for 40 Hours and teens have been enjoying many events such as the Zip Line Course, Escape Room and more. Hurricane Relief service project was a huge success – Youth Ministry collected almost 8,000 pounds of items.

Upcoming events include the Live Nativity, PREP Christmas pageant, Praise Fest and the Steubenville Youth Conference has been booked for 2018. Group discussed having a sign put up near the road to promote the Live Nativity. Young Adults group is up and running and is taking off extremely well. Emily Clementi is active with the Catholic Young Adults of Bucks County and she thanked the OLG clergy for their support. Monsignor is very pleased with the progress OLG is making with young adults and will continue to support these events.

VI. Religious Education/Adult Faith Update

- Disciple Maker Index  
Steve Workman provided Jessica's report to the PPC. The Disciple Maker Index is a tool that was created to measure spiritual growth and parish engagement. It is a survey taken by parishioners to allow them to reflect and give insight on our parish strengths and growth opportunities. The results, in turn, help parish leadership set priorities, make decisions on allocating resources, and in general, how we can best assist our people on their journey of discipleship. The survey will be open at OLG from early February through early March, with publicity beginning in the next few weeks. The results sessions will be held in April-June. Our Adult Faith Formation team will take on the responsibility for publicizing and implementing the rollout of the survey to parishioners.

The Religious Education report is attached.

## VII. Evangelization Sub-Committee Updates (Steve):

- Organizational Review Sub-Committee
  - This committee continues to write and implement SOPs. OLG will implement a protocol for emergencies similar to what the public schools have in place because of recent violent attacks happening throughout the country. OLG will adapt a plan suggested by US Homeland Security, the Central Bucks School District and a protocol for religious institutions. This will primarily affect the staff, ushers and PREP teachers and volunteers. Monsignor noted that OLG does have a Standard Operating Procedures (SOP) in place for medical emergencies such as someone fainting or having a heart attack in church. Parishioners will be informed as appropriate.
  
- Outreach Update
  - Under New Leadership

In late winter, Deacon Brady will assume leadership for the Evangelization Subcommittee. Outreach is a critical part of our parish evangelization and a major focus for OLG. Monsignor commented that all of our efforts in advanced technology to assist with evangelization are important; however, nothing takes the place of the personal aspect to evangelization. Continued efforts will be welcome and encouraged as we emphasize evangelization with our new Strategic Plan.
  
  - Nativity Trip – November 11 & REBUILT 2018

Frank, Steve, Paul and Anne Kane attended a Saturday Vigil Mass and met with representatives at Nativity Parish, MD. Observations include: Nativity has a lot of technology which is very successful for them but not all right for OLG; the priest service message during homily was very impactful; they had a video message before Mass (instead of cantor announcements) and a “1% Challenge to increase stewardship by 1%”; and they have 200 small groups that meet each week.

Discussion ensued about OLG’s next step. Nativity is hosting a Rebuilt Conference and Steve suggested sending staff to conference.
  
  - Tech Team Update

Frank Dolski reported that the narthex monitors have been used very successfully to promote parish events/news. The new kiosks are installed and the kick-off is Thanksgiving weekend. Teresa Fischer

provided an update on the new parish website, which is progressing as planned. The livestreaming of Masses is still something that will be discussed for possibly next year. Holy Spirit Radio has offered to broadcast some Sunday masses at no charge to OLG.

- VIII. “Celebrating Growth” Ministry weekend (Social Services Highlighted) October  
The Ministry Fair was held on October 28/29. There were 44 new volunteers across 17 ministries. Mike Broglie assisted with this event for the first time and will help coordinate future fairs. Monsignor complimented the efficiency of the group for coordinating the ministry fairs.
- IX. Social Affairs Committee Update
- Plans for 2017 year end/2018  
Chip reported that on Sunday December 3 there is a Christmas event planned in combination with PREP. The event is cookie decorating and milk/cookies with Santa. A survey was administered at the recent ministry fair and the results will be ready for next PPC meeting. Social Committee is looking into a Monte Carlo Night, a combination golf tournament with Our Lady of Mount Carmel Parish and possibly a Lenten concert with a gospel group in Philadelphia. Trudy Puchino is looking into coordinating a flower arranging night for parishioners. Monsignor commented that for the last few years social events were not being held at OLG and is pleased that this group is providing opportunities for the congregation to socialize.
- X. Liturgy Committee Update  
Monsignor provided the update as Father Ianelli is in Haiti. Adult Faith Formation is planning a welcome gift (“Joy To The World: How Christ's Coming Changed Everything and Still Does” by Scott Hahn) for Christmas Mass attendees. Chairs and TV monitors will be ready, appropriate homilies will be prepared as well as excellent music. The teen band will play at the 11 a.m. Christmas Day Mass and will sing traditional Christmas songs. This year OLG is holding the Christmas Eve Vigil Masses at 3:30 and 6 p.m. (NOTE THE NEW TIMES FOR CHRISTMAS EVE MASSES.) Discussion ensued about gathering data from Christmas Mass attendees (who they are – parishioners, etc.). Marlene will again provide hospitality baskets in the narthex bathrooms for the Christmas Masses.
- XI. OLG Strategic Plan (2017-2022) – Open Discussion  
Final approval and adoption at PPC/PFC joint meeting 12/13/17. Monsignor commented that this would be a great opportunity for both councils to share ideas.

XII. Other committee Updates or “New Business”

- Christine Veltri has decided to resign from the PPC. The council thanks her for her service. Her seat will be replaced at the next election to held in the Spring of the coming year.

XIII. NEXT MEETINGS

- 12/13/17 - PFC & PPC Combined meeting/Social (**Meeting at PLC.**)
- 2/7/18

XIV. CLOSING PRAYER