

St. Ursula Pastoral Council
Meeting Notes – October 15, 2018

ATTENDEES

Jeff Breighner	Heidi Meyers
Colleen Hamilton	Katie Campbell
Nancy Webb	Jim Boehm
Sheilagh Franiak	Maureen Hahn
Steve Smith	Laura Callender
Shelley Commodari	Sr. Joan Kelly SND
Mary Anne Fox	Kevin Franiak
Tom Flynn	Deacon Don Cupps
Mary Cox	Charles Devaud

- ✓ Meeting called to order by President Jeff Breighner who opened with a prayer.

COUNCIL GUEST – School Board President

Charlie Devaud, St. Ursula School Board President, provided an update on the purpose and major activities of the School Board. While focused on the success of the school and the students, the Board helps to build a budget for the school. They oversee a 3-million-dollar budget which comes primarily from tuition. At \$6500/student, with a family discount for multiple children, St. Ursula has the lowest tuition in the area. Current enrollment is 626, but the school has the capacity for 1200 students. Charlie noted the competition for new students among other area schools, which is a challenge since the school lacks air conditioning. The Board oversees the school's infrastructure and upgraded the Nurses office this year. The Archdiocese recently recommended that the school add more STEM education and labs as well as an elevator. The Board will have to figure out how to fund these expensive initiatives. Major challenges are finding ways to encourage school children to participate in the parish as well as attracting and maintaining teachers. The goal is to increase teacher salary to 80% of the Baltimore County teacher's salary. Charlie thanked the parish for tuition assistance. Minutes from the September meeting were approved with two minor modifications.

- ✓ The minutes from the last meeting were approved with two minor modifications.

COMMITTEE UPDATES

- ✓ **Faith Formation** – Mary Anne Fox reported that there are 7 individuals in the RCIA program. “The Mass” program is at session four. She discussed the “Given” program for married and engaged couples. Advent materials will be distributed the weekend before Advent starts. She reminded the group about the upcoming movie night – “Greater Glory.” The parish mission will take place March 23 – 27, 2019. We will discuss a role for the Pastoral Council in the mission during the November meeting.
- ✓ **Hospitality** – Shelley Commodari reported that the committee is working on menus for upcoming events – Oct 22 for Religious Ed, and Nov 14 for the Funeral Choir lunch. Jeanine C will coordinate the Lenten Soup and Salad prior to Stations of the Cross. The committee continues to go to My Sister’s Place every two weeks and would welcome new people to join the ministry. The group discussed dwindling attendance for donuts after the 11:00 mass and suggested that the committee might want to look at a different time.
- ✓ **Youth Ministry** – Sheilagh Franiak reported that 20 middle and high school students attended the bonfire last night. She needs more volunteers. She will plan a youth event to take place between Thanksgiving and Christmas. The parish continues to look for a youth minister. 42 students are registered for Confirmation and there hasn’t been any discussion about combining the program with other parishes.
- ✓ **Facilities** – Mark was not present. The Council would like an update on the security entrance system at the next meeting.
- ✓ **Finance** – Katie Campbell noted that her committee lost two members so they are looking for several volunteers to fill those vacant slots. If committees can speak about their work at a Mass prior to the ministry fair, Katie would be willing to discuss the Finance Committee. She said that the parish monthly finances are OK. The group discussed reasons for dropping attendance.
- ✓ **PHSA** – Heidi Meyers thanked everyone for supporting the Harvest Festival. They will be hosting a Trunk or Treat on the church lot 10/26. The school open house is planned for 11/06 and is a great opportunity for folks to see what is going on at the school. They are planning several dining out days at local restaurants (Bertucci’s and Chick-fil-a) where the school gets 20% of the proceeds. Heidi wants to announce them in the Church Bulletin.

OLD BUSINESS

- ✓ No update on a School Board rep to the Pastoral Council.
- ✓ Committee Mission Statements and Goals – Nancy has received them from the Hospitality and Faith Formation Committees. PHSA has submitted a Mission Statement. All committees should continue to work on them and submit to Nancy by 01/01/19.

- ✓ Church Mission Statement – Nancy Webb will research mission statement from the Archdiocese and other local parishes and bring them to the next meeting for further discussion. We set a deadline of 01/01/19 to develop a new church Mission Statement.
- ✓ Abuse Scandal – Those who attended the listening session with Archbishop Lori discussed the meeting.
- ✓ Name Badges – Colleen Hamilton is ordering them. Council members should wear them at Mass and church/school functions.
- ✓ Function of the Council – We are tabling the discussion for now. The function and mission will be easier to document after reviewing and updating the by-laws. To be completed by 01/01/19.
- ✓ We will have another Pastoral Council Meet and Greet after the 5:00 Mass on Saturday 11/17/18.

NEW BUSINESS

- ✓ **Ministry Fair** – A Ministry Fair will take place after Mass on 10/27-28. Maureen Hahn will sit at the Pastoral Council table on Sunday. We need someone to sit at the table on Saturday evening. A member suggested that the parish website include a list of all committees, their function and who to contact if someone wants to get involved.
- ✓ **By-Laws Revision** – We reviewed the first two pages. Everything looked fine with two exceptions:
 - **Article II – Purpose; Section 1. C.** – Nancy and Mary Anne will work on re-wording and bring a draft to the next meeting.
 - **Article II – Purpose; Section 2. B.** – Jeff will discuss with Fr. Jason.
- ✓ Jeff closed the meeting with a prayer.

ACTION ITEMS

1. Discuss the role of the Pastoral Council in the parish Lenten mission during the November council meeting.
2. Facilities Committee should provide an update on the new security entrance system.
3. Committee chairs should submit a Mission Statement and short/long term goals to Nancy Webb by 01/01/19.
4. Consider ways to get church announcements on the school's marquis board.
5. Nancy Webb will research other parish Mission Statements for the November meeting.
6. Pastoral Council will draft a new parish Mission Statement by 01/01/19.
7. Document the Function of the Council by 01/01/19.
8. By-Laws - Nancy and Mary Anne will work on re-wording Article II, Section 1.C. and bring a draft to the next meeting. Jeff will discuss Section 2.B. with Fr. Jason.

Submitted by:

Nancy Webb
Recording Secretary
10/18/19