

# St. Ursula Pastoral Council Meeting

February 22, 2021

## ATTENDEES

Jeff Breighner	Fr. Jason Worley
Colleen Hamilton	Sr. Joan Kelly
Nancy Webb	Tom Flynn
Bernie Miller	Steve Smith
Tom Scheve	Bill Kreidler
Linda Frazier	Michael Colbourne
TS Dowd	Mark Appleby

**Absent** –Shelley Commodari, Laura Callender, Katie Campbell

The Zoom meeting was called to order at 7:00 PM by President Jeff Breighner who opened with a prayer.

Colleen Hamilton and Sister Joan submitted modifications to the December meeting notes. Sister Joan made a motion to accept the revised minutes and Father Jason seconded. The revised minutes were approved.

## **COMMITTEE UPDATES:**

The By Laws indicate that committees must report each month. Rather than reporting during the meeting, committee chairs will send their notes to Nancy Webb who will share them with the Pastoral Council before the next meeting so that members can ask questions. Nancy will attach them to the official meeting minutes. Jeff indicated that Finance and Facilities would be asked to provide updates during each meeting. Other chairs will be able report during a meeting if they have important issues to address.

- Service Committee – (see attached update) Sr. Joan is trying to get a job description of the SVdP chair' position so that she can share it with members of the Service Committee. Her objective is to have a group of individuals share the SVdP lead responsibilities. The description from Tony wasn't detailed enough. Both Tamara and Nancy agreed to send Sister Joan their notes from prior meetings with Tony. Sister will try to move things forward and will provide an update at the March meeting.
- Facilities – Mark Appleby said there are no major updates. He agreed to send any expenditures to Katie Campbell.
- Finance – Katie shared the financial report. Decreased income is putting a strain on the budget. However, we are \$14,000 ahead of where we thought we were going to be, so things could be worse. To date, we have made up \$18,000 of the \$47,000 budget deficit. Parishioners have

been very generous with donations for special expenses such as the church bells, the organ, video system, etc.

**OLD BUSINESS:**

- Mass Update – Katie shared a matrix with Mass attendance. 5:00 is around 85; 7:30 is around 75; 9:00 is around 100; 11:00 is around 110. We have a total attendance of around 450 when we used to have between 850 – 1000. It seems like attendance is better with good weather. Jeff contacted Larry Conway about getting back the regular ushers. We need to ensure that ushers/greeters are COVID trained so that people are spread out and don't climb over each other. Colleen placed COVID protocol packs in the usher's station and Sacristy. Lead ushers need to be trained on the new collection protocol.

We discussed the Easter schedule. Bernie says that her group can cover the Triduum for greeters, Communion, and collectors. We had lots of discussion about whether we needed to register for the Easter masses. We also decided that all masses would be indoors. We will discuss more next month.

- By laws Discussion – Colleen updated the By Laws to reflect the recent decisions regarding committee reporting and Youth Ministry. Nancy will share with the entire Pastoral Council. Each member will be asked to sign off on the change.
- Fund Raising – The Finance Committee agreed with our proposed fundraising ideas such as a money raffle, online auction, memorial board/bricks/nameplates or heritage society. Jeff appointed Colleen, Michael C. and Bill K. to form a committee to select an idea, flesh out the specifics of how it would work (i.e., vendor, cost, etc.) and report at the March meeting.
- Strategic Plan – Jeff presented a list of the major issues facing the parish that would be factored into a Strategic Plan. They can be grouped into three major categories – Volunteerism, Evangelization and Economics. Father Jason indicated that we need to work on the Pastorate concept before we can prepare a strategic plan.

**PASTORS REMARKS:**

Father Jason closed with a prayer. Tom Scheve moved to adjourn the meeting and Bernie seconded. The meeting adjourned at 8:11 PM.

The next meeting will take place on March 15<sup>th</sup>, 2021.

**ACTION ITEMS:**

1. Nancy will send out By Laws changes. Members will be asked to sign off on the changes.
2. Fundraising committee (Colleen, Michael, Bill) to flesh out proposal.

Submitted by:

Nancy Webb, Secretary

February 23, 2021

## **Service Committee Update:**

- Our volunteers for My Sisters Place continue to prepare meals every 2 weeks
- We received a thank you note from St. Ann's Parish for our parish contribution to them
- Update on SVdP:
  - Tony spoke with Lenny and kind of overwhelmed him
  - Fr. Jason requested from Tony a job description
  - I relayed this to Lenny and assured him that there were others willing to handle the aspects of duties
  - Distribution of food by the pantry occurs only every 3<sup>rd</sup> Wed of each month.
  - So far we have been able to prepare bags of food for those who call the parish office

## **PHSA Meeting 2/9/2021**

### Principal's Report

- Thanked the PHSA for the cocoa that the PHSA provided to the staff during Catholic Schools Week.
- The staff had an online spiritual retreat yesterday 2.8.21 and the PHSA provided lunch.
- The kids enjoyed Catholic Schools Week.
- The 8th graders displayed the 700 gloves that were donated and prepared bags with food donated from Weis and prayers. These were donated to Our Daily Bread.
- Assessments from the online Scranton testing are being sent home. Almost all classes improved their scores since first trimester.
- The school expects to exceed its re-enrollment goal. Someone from the AOB came to the school to talk about what next year will look like in terms of protocol and procedures. The school needs to accept more students next year and cannot limit enrollment like it did last year. This means that there may be rotations for the higher enrolled grades.

Treasurer Report – PHSA is looking at ways to increase families use of Scrip (#) and Amazon Smile to help the school. \$4,560 was raised from parents for teacher appreciation meals for the 2021 calendar year.

Upcoming events - Drive through Spaghetti Dinner planned for 2.21.21 Conrads donated a Sheet Cake and Pappas donated Baked Ziti that was portioned and ready to eat. Pre orders only. Pick up on 2.21 through Spiritual Center.

There is going to be a Yeti Cooler raffle around St. Patrick's Day.

Potential virtual Book Fair is scheduled for March 8-12.

The school would like to host a 5K race. Two options the PHSA can completely run it or Charm City run can manage it for a fee. This would be next Spring.

Race For Education letters are being copied at this time. Race is still on the calendar.