

**Cathedral Parish of Saint Patrick**  
**Pastoral Council Meeting Minutes – November 21, 2011 ~ Approved 1/23/12**

Present at the meeting were: Jan Budman, Lynn Burkholder, Kevin Frantz, Ruth Gross, Kurt Knaus, Scott Nazar, Barry Ryan, Jill Weikert, Terry Wert, and Father Rozman. David Kelley and Richard Roman were excused. Ann Notarfrancesco was absent.

- Disabilities Ministry Discussion – Fr. Rozman introduced Jim Donahue as the Cathedral Parish Advocate for the Disabilities Ministry within the Diocese. Jim spoke about his personal interactions with people with disabilities, and described the role of Parish Advocate (a person who assists the pastor in working for and with parishioners with disabilities). He added the fact that people who have grown up with disabilities in the Catholic Church often have ended up joining other churches with a more comfortable environment (physical surroundings as well as sensitivity to special needs). Jim suggested conducting a survey to find out what our parish population is like and coming up with a plan to address the needs. A draft survey was distributed to Council for review. Regarding the planned implementation of the survey, it is likely that someone would speak during each Mass and hand out the surveys, or maybe mail the surveys directly to those known to possibly benefit. There are a lot of things currently being done to assist those with disabilities (hearing, wheelchair, etc). How can we make the Mass more accessible? One thought was to arrange a teleconference to listen to Mass from home. Some parishes have a disabilities Mass, set up specifically to deal with certain disabilities (no loud organ music for autistic, more patience, an opportunity to be a participant – reader, bring up gifts, etc). Jim noted that the Disabilities Ministry has periodic Diocesan events to gather and discuss this ministry. There is a summer camp run by the Diocese. It is open to anyone, regardless of religion. About half of the campers are Catholic. Some come from various social service organizations in the area, some are living at home with their families. Some parishes send a lot of volunteers to the camp, and some send none. Discussion refocused on the physical environment of the Cathedral. Father noted that some elderly faithful choose to go to more modern churches for the reason that they are more handicap accessible. It was noted that there may be some special need for children with disabilities in the school of religion. Barry suggested timing survey on a good weather day. The conducting of the survey is aimed for the spring, after Easter. The draft survey is based on the sample provided in the Diocesan handbook. Jim will consult with Ginny Duncan (parishioner and Diocesan Ministries staff) to further explore this topic.
- The October 17, 2011 meeting minutes were reviewed. Scott moved to approve; Kevin seconded. Motion carried by consensus.
- Areas of Mission
  - Evangelization* (David Kelley) – No report
  - Education* (Ruth Gross) – Discussion occurred about the school’s recent financial history provided at Mass this past weekend. Father would like to provide parishioners with further information about the other sites.
  - Pastoral Ministry* (Ann Notarfrancesco) – No report

*Liturgy* (Terry Wert) – The new translation is starting this weekend. Pew cards will be available at Mass. December 11<sup>th</sup> is Lessons and Carols, which includes choirs and a live orchestra. New missals are available in the Cathedral gift shop.

*Social Justice* (Barry Ryan) – The weekend meal program continues. Some gifts (socks, hats, blankets, etc) will be given to those in need who receive these meals. The clothing ministry also continues. Kitchen renovations may impact this program.

*Ecumenism* (Rich Roman) - Father reviewed the many events that occurred in October.

*Finance* (Kevin Frantz) – There was a finance council meeting on November 9<sup>th</sup>. The previous fiscal year ended in the black. Cathedral parish averages \$11,000 – \$12,000 per weekend. Bad weather has somewhat negatively affected the collection. Due to Christmas falling on a Sunday, one less collection will occur. Over \$100,000 was pledged for the Lenten appeal. Some unexpected expenses that occurred recently were rectory improvements, church boiler repairs, and school parking lot resurfacing. . The housekeeper currently is out on workman’s comp; a temp is working part time. Shining Light donated \$2,000 to the meal program and \$2,000 to the school. The school is currently in the black. The Knights of Columbus will have sub sale Superbowl Sunday. They usually net about \$600-\$700 for the Knights to support various programs.

*Stewardship* (Kurt Knaus/Scott Nazar) – See bullet point below.

- Stewardship Report from Stewardship Resources – Under demographic info on page 1, input only allowed using one zip code. Father reviewed the report with Council. It suggested a quarterly newsletter instead of a 3-page bulletin. Regarding e-tithing, we will look into online giving. For Stewardship planning, it recommended having a formal stewardship council. Household income was solely based on the 17101 zip code. The report revealed that low number making an annual pledge. Although the report findings urged having more in our reserved funds, it doesn’t take into account that we’re part of a diocesan accounting system, therefore don’t have as much worry about being “in the red” as other denominations. The report suggests we increase volunteers and have an endowment fund for building projects. There was a lot of information about fundraisers; the program we currently use doesn’t encourage fundraising. We need to consider how we implement this program for the future. Father will work with Scott and Kurt to address areas needing improvement. Barry has a business plan to sponsor a 5K/run as a fundraiser. Ruth voiced support of reinstating the quarterly parish newsletter. The parish may perform an email update campaign.
- Updates:
  - Cathedral School – The school currently is in the black. Barry asked about the difference in cost to educate versus tuition. A directive from the diocese determines how we proceed with Catholic education in the city for 2012-2013 and beyond. Lynn led a discussion about the upcoming survey which will be focused on 1) reaching out to parents of students at Cathedral and Holy Family Schools to gauge their commitment to continue enrollment in a city catholic school (Cathedral site, HF site, and combo of the two) and

2) determine the threshold for PERSONAL support of a city school. Holy Family, Cathedral, and St. Francis parishioners will also receive the survey to gauge their support and preference of location and how they would want to personally support financially. A working draft of the survey was distributed to Council. Care is being taken to phrase questions appropriately and to encourage a good survey return. The survey will be electronic and will be tested beforehand. The preliminary plan is to have the survey completed just before Christmas and the summary should be available by January 9<sup>th</sup>. It will have to be distributed by mid-December to meet this timeline. Concern voiced with underrepresentation of views by non-tech savvy people and will be taken into consideration. The meeting held in November between the involved pastors and Diocesan officials was basically a repeat of the meeting held in April at Holy Family. No response was provided from the Diocese addressing Cathedral Parish's proposal for moving forward with the school. Discussion ensued about the draft survey. Father also asked Council for recommendations for grant writers.

Utilities bills – Air conditioning bills for the chapel were cheaper this summer, but gas-heating costs are higher – three times more expensive than last year. Father is considering moving daily Masses back to the Cathedral.

- New Business

- A “Journeying through Grief” mailer was received. This will be addressed further, perhaps, as a prayer experience.
- Scott voiced interest in exploring the option of sponsoring a run/walk. Jill and Barry provided some information. Scott will work to form a committee.

- Date for next meeting: **January 23, 2012 at 7 PM in BRH** – prayer assignment: Kurt Knaus. (Monday, December 19, 2011 - Council was invited to the school Christmas program 7 PM at St. Lawrence in lieu of a formal meeting.)

- Monday, February 20, 2012
- Monday, March 19, 2012
- Monday, April 16, 2012
- Monday, May 21, 2012
- Monday, June 18, 2012

Having fulfilled all agenda items, the meeting adjourned.

Respectfully Submitted,  
Tanya Dick, Recording Secretary