



Parish Pastoral Council - Meeting Minutes

Date: October 12, 2021

Time: 7:00 PM – 8:30 PM

Location: SJN Social Hall B

Attendees:

- **Present:** Ron Bisek, Joe Cullen (Finance Council Chair), Mickey Custodio, Pam Erkel, Mary Margaret Hoden, Mary Hoffman, Tom Mahowald (Trustee), Fr. Tony O’Neill, Jeff Ritacco, Michael Schmidt
 - **Absent:** Julie Larson, Patricia Ogbeide-Ihama
 - **Minutes:** Submitted by Mary Hoffman, Secretary
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Call to order: 7:00pm by Ron Bisek

Opening Prayer: Ron Bisek

Chair Update: Ron Bisek

- Ron thanked Fr. Tony for a wonderful ministry kick-off on Saturday, September 25. He also thanked those PPC members that had worked on sub-committees this past month.

Pastor’s Report: Fr. Tony O’Neill

- *Staff News:* Thomas Dzurik and his wife recently gave birth to a baby girl. Linda Heimerl’s husband passed away ten days ago.
- *Ministry Kick-Off:* The September 25th ministry kick-off and presentation went well. Approximately 80 parishioners were in attendance.
 - Fr. Tony stressed that all ministries should align with our mission and goals of discipleship for our parish and larger church and asked committees to review their respective ministries. He acknowledged that any change is always challenging, but we should always be open to the inspiration of the Holy Spirit.
- *New Rectory:* The closing date of the new rectory is October 13, 2021. The new rectory is located on Chatterton Road adjacent to the parish property. The move-in date is not set yet as preliminary work needs to be completed at the new site.
 - The real estate subcommittee of the Finance Council has met and is discussing viable options for the current rectory and adjoining land. In total, the property is approximately 11 acres, which includes Light House property.

- *Scotland:* Fr. Tony will be visiting his parents in Scotland and will leave this Friday, October 15. He will be gone approximately two weeks. Fr. Tony, may you have a blessed and joy-filled journey.

Finance Council Report: Joe Cullen

- We are still above budget for collections; however, the last two weeks have taken a slight downturn.
- Covid-related Employment Retention Credit (ERC) funds were received by the parish.
- The parish's financial statements are currently being audited by an independent CPA firm, CliftonLarsonAllen (CLA). The Finance Council will review the audit at their November meeting.
- Capital Expenditures: The HVAC (heating, ventilation, air conditioning) is currently undergoing repairs. The repairs to the current system will happen in phases. A skilled parishioner is contributing his HVAC expertise and is collaborating with Mark Joerger (SJN Business Administrator) to complete this project.
- The real estate sub-committee of the Finance Council has been discussing and consulting with other groups regarding the sale of the current rectory and adjoining property. They are taking care to ensure that prudent decisions are being made.
 - As decisions are being weighed, the possibility of temporarily renting the rectory may happen.
 - Information will soon be communicated to parishioners regarding the property.

PPC Goals for 2021-2022: Ron Bisek

- Ron Bisek presented the Parish Council goals that were written as a result of the discussion at the last meeting. Discussion took place regarding future actionable objectives around the three goals.
 - Ron will present these three goals at the joint council/committee meeting in November. Both the Parish Pastoral Council and the Committees will work to create objectives that are relevant for each of the three goals presented.
 - Pam made a motion to approve the goals as written; Jeff seconded the motion. All approved.

SJN Constitution and Bylaws: Pam Erkel, Mary Margaret Hoden, Mary Hoffman

- The sub-committee presented the draft of changes that were made to the existing Bylaws and Constitution of the Parish Pastoral Council. Discussion took place regarding the changes made.
 - *Action Step:* Pam Erkel, Mary Margaret Hoden and Mary Hoffman will

make the proposed changes suggested at the meeting and send out a revised draft of the Bylaws and Constitution to the Council. An electronic vote for approval will take place.

- Once approval is received from the Council, the revised Bylaws and Constitution will be posted for parishioners to view for 21 days.

Committee Minutes Template: Mary Hoffman

- Mary presented a template for all committees to use as a reporting tool for minutes taken during meetings.
 - Pam made a motion to approve the template; Mary Margaret seconded. All approved.
 - *Action Steps:* Ron will discuss the recording of minutes at the joint council/committee meeting in November. The template will be sent to committee chairs and posted on the website.

Currently Anticipated November Agenda Items

- Pastor Update
- Parish goals for Council/Committees
- Minutes/Template used for meetings

Adjournment – Meeting was adjourned at 8:35 pm.

Next Meetings:

- Tuesday, November 9, 2021 – Joint Council/Committee meeting @ 7:00pm (*Social Hall A*)
- Tuesday, December 14, 2021 – Parish Pastoral Council meeting @ 7:00pm (*Youth Room*)