



**ST. JOSEPH PARISH  
PASTORAL COUNCIL MINUTES  
April 9, 2019**

**ST. JOSEPH PARISH MISSION STATEMENT**

*We, the faithful of St. Joseph Parish, willingly accept our baptismal call to gather and Worship as a Community, to proclaim the Word of God, and to serve in the image of Jesus Christ.*

Meeting was called to order at St. Joseph at 7:03PM by Tom Kane. The opening prayer was led by Marty Brett.

**Attendance:**

- Present: Msgr. Kelley, Mary Anderson, Marty Brett, Dave Burns, Gary Dawson, Tom Kane, Mary Kirk, Tonie Vandenberg
- Absent/Excused: Fr. Hanley, Dn. Feaster, Amy Brenner, Ed Holley, Erin Marchlik, John Sanders, Stephanie Szczerba,

**March Minutes:** Minutes were approved with no objections

**Correspondence:** No correspondence received

**Adult Faith Formation Survey Results**

- Larry Bock presented the results of the survey
- 900 survey questionnaires were distributed with 174 responding
- Request was made to generate the results without those surveys received from Fr. Hanley's Eucharist series
- Details will be worked out regarding the next steps / actions to take as a result of the survey

**Reports – Standing Committees**

- **Finance – Update provided by Msgr. Kelley**
  - Income and expenses continue to be in line with budget
  - Estimates are being obtained for replacement of the HVAC in the office building
    - The cost is anticipated to be around \$20,000 and is part of the Sustaining Hope Campaign
  - Joe Corsini, CFO for the diocese, is assisting with what steps would be necessary to invest in the stock market
    - The diocese has a plan that can be used
  - \$98,000 was pledged after the first week of the Annual Catholic Appeal
  - The annual schedule of monthly charitable contributions has been finalized

- **Christian Formation – Update provided by Mary Anderson**

The Christian Formation Committee met April 3.

Religious Education highlights:

First Eucharist students attended the First Eucharist Retreat on Saturday, March 16. Twelve volunteers helped facilitate the three different workshops which included a tour of the church and sacristy, a re-enactment of the Last Supper, and baking rolls to take home and share with the family. Banners were completed and will be hung in the gathering space the last week of April.

As of the committee meeting date on April 3, 199 families have registered for the upcoming Religious Education year. There are 289 students for summer classes and 31 for fall classes.

Catechetical Day was held on Saturday, March 23, at St. Thomas More Academy. St. Joseph had 7 catechists in attendance. Bishop Malooly began the morning honoring catechists celebrating anniversary years of service in catechetical ministry. He was followed by a speaker from the archdiocese of Philadelphia.

Materials have been ordered and are being reviewed in order to update our Baptism preparation classes.

Our Catechist Appreciation Dinner will be held on Monday, April 29. All fall session catechists have been invited.

Youth Formation/Confirmation PREP Highlights

Registration for next year's Confirmation program began in March and the numbers are stronger than in recent years. Current classes have three formation sessions remaining. The program will convene on a Sunday in May to make up for a winter session that was cancelled for weather.

Candidates have been informed of the upcoming pilgrimage, which is being held Saturday, April 13. This is the 10th-annual Confirmation pilgrimage event. Candidates may choose to attend this full-day event, which ends in a Mass at St. Elizabeth in Wilmington, or they can elect to do a pilgrimage independent of the class over the summer. Those who choose to do the pilgrimage on their own must write a personal statement about their experience.

#### Report for Adult Faith Formation

The committee welcomed three new members in March. They are Mary Anne Ballow, Cheryl Bush and Lois Wilkinson.

There are three upcoming events and more will be announced. Topics are subject to change based on the review of results from the AFFC survey. Current scheduled talks include:

- Deacon Mike speaking on the Blessed Mother, May 11 after the 5 p.m. Mass
- Fr. Hanley speaking on the Gifts and Fruits of the Holy Spirit, June as a three part series Monday night and repeat Tuesday morning
- Larry Boc speaking on Elements of the Mass, September time frame.

Larry Bock placed about six copies of Mathew Kelly's "The Biggest Lie in the History of Christianity" in the kiosk and they went very quickly. The committee will discuss future purchases for the kiosk at its April meeting.

#### Report for Hispanic Ministry

No report given.

#### Report for the Rites of Christian Initiation of Adults

No report given.

#### Report for Preparation of Baptism for Infants

No report given.

#### Goals:

1.) Enhance faith formation opportunities for pre-school children in the parish, by creating "Stories of God's Love" program for 4- and 5-year-old children.

UPDATE: This goal is fulfilled. The program is operating and registration is open for next year. It is already twice as large as the current, inaugural year. Next year's program will run from September through April.

2.) Ensure the Confirmation PREP experience at St. Joseph successfully meets the spiritual needs of parish youth in preparing them for the sacrament, through strengthening oversight of the Confirmation program.

UPDATE: Committee reports are back on track. The committee is reviewing program materials and will be offering support to the program director on planning for future catechist needs. The committee will also make recommendations for communicating with parents at the outset of the program about the different teaching styles of the different catechists, to avoid parent confusion.

3.) Strengthen relations between the parish and new parents who have been through the infant Baptism program, so the parish continues to see, and play a role in the lives of, families whose infants have been recently baptized.

UPDATE: A post-Baptismal program is on its way. Facilitators are in place and will undergo training. Materials have been ordered and will be distributed by mid May.

4.) Strive to make the parish a spiritually fulfilling place for youth, by assessing the need for a youth program.

UPDATE: This goal is on hold until the new director of youth programs for the diocese makes contact with the parish and/or director of religious education.

- **Parish & Family Life – Updated provided by Erin Marchlik and Tom Kane**

#### **COMMITTEE MEMBERSHIP UPDATE**

No updates

#### **SHADOW STATIONS**

Nine youth participated in presenting presentations on Mar-29 and Mar-31. The Mar-29 was well attended, due in part with coordinating with the Knights of Columbus fish fry. However, the Mar-29 was not so well attended. Have already started discussing next year.

## **UPCOMING EVENTS**

Our Daily Bread:

- Tbd but looking at Easter week during school spring break and then again during summer

Washington DC day trip

- Tbd

## **KNIGHTS OF COLUMBUS UPDATE**

## **COLUMBIETTES UPDATE**

## **PARISH CARNIVAL UPDATE**

- **Liturgy – Update provided by Stephanie Szczerba**

April 1, 2019

The meeting was called to order at 7:06 pm. Phil Czerniak led us in prayer. The March minutes were accepted as submitted.

### **ATTENDANCE:**

Present: Deacon Mike Boyd, Marty Brett, Lauren Cataldi, Jack Corbett, Phil Czerniak, Jackie Delaporte, Ed Fitzgerald, Pat Fitzgerald, Rosemary Hadland, Dee Headley, Monsignor David Kelley, Rita Ryor, Stephanie Szczerba, Liz Teixeira, Barb Zasowski

Excused:

Deacon Dave Feaster, Fr. Chris Hanley, Bette Luzetsky

### **REPORTS:**

Solicitation of Ushers- Ed Fitzgerald spoke to the Knights of Columbus explaining the need for ushers.

Marty Brett sent a copy of Phil Czerniak's letter to all the Knights.

Barb Zasowski spoke to the Columbiettes as did Fr. Hanlon. So far no one from those groups has been forth coming.

Phil did invite someone at Mass who has expressed an interest in serving. In addition, Phil has asked Shelly to schedule him at the 5pm Liturgy twice next month so he can look for candidates.

Ushers should at least be 16 and serve with an adult on the team.

Commissioning of New Eucharistic Ministers will take place after Easter. Posting of current Liturgical Ministers schedules should be verified when received from schedulers.

Shadow Stations was well presented but more youth need to be involved.

Bulletin inserts and announcements to the Confirmation class were suggestions.

There was a request made for an alternate date for Adoration of the Blessed Sacrament when it is preempted by a funeral. It will be considered.

### **OLD BUSINESS:**

The Triduum Committee met on March 19 and tried to incorporate those changes deemed necessary from last year's liturgies. A reminder was given for the Communal Penance Service at St. Elizabeth Ann Seton Church on Sunday April 7th at 7 pm.

CCEA will hold a Soup & Bread dinner on Wednesday , April 3rd at St. Rose of Lima Church. It will begin at 6:30 pm followed by an ecumenical service with Rev Christopher brown as homilist. On Wednesday, April 10th Fr. Chris will be the homilist at Trinity Church.

Lauds will take place at St. Rose of Lima on Friday and Saturday morning, April 19th and 20th at 9 am. Rosemary will review the prior year's services.

### **NEW BUSINESS:**

The committee is asked to make note of any observations at the various Triduum liturgies and bring them to our next meeting.

Blessing of the palms will take place at the 5 pm liturgy at St. Joseph and the 8 am at St. Rose of Lima. It will be done in the back of the church.

The meeting was adjourned at 7:40 pm following a prayer led by Barb Zasowski.

Our next meeting will be Monday, May 6, 2019 at 7 pm in St. Joseph Parish Center.

- **Building and Maintenance – Update provided by Ed Holley**

**Maintenance Update**

**Apr. 2019**

Bob Altmiller provided the following:

1. Continued working with contractors for new HVAC in back classrooms of St Joseph Office complex.
2. Performed annual Fire and Sprinkler inspection, and annual City Water Backflow Preventer inspections.
3. Met with Boy Scouts for final approval of an Eagle Scout project, and supervised and assisted with set up and take down for Boy Scout crossover ceremony.
4. Set up practice stage for Shadow Stations of the Cross in the Hall. Also, set up and removed the Shadow Stations of the Cross set in St Joseph church.
5. Met with Joe Keenan who donated a commercial food prep cleaning sink with hardware. Will be installed soon in order to pass Food Establishment Permit for upcoming Carnival. This donation saved the parish several hundred dollars.
6. Met with Joe Slacker and Joe Keenan to remove the front pew at St Rose Lima to allow more room in front of church. Repositioned front kneeler privacy wall. Sanded, stained and sealed floor area where pew had been located.
7. Repaired heater blower at St Rose Lima which was reported to be making unusual sounds. Upon inspection it was determined that a squirrel had made its way through the flue damper into the blower area. Also located and repaired an opening in the HVAC return line that had collapsed and separated. Will soon be working on placing a cover over the chimney flue pipe.

Spraying weed killer and spreading weed preventer in gardens at St Joseph.

#### Old business

- **Parish Membership Activity**
  - Given that there has been no response to the notice in the bulletin, there is a risk that there will be no new members starting next year

Closing prayer led by Marty Brett

Meeting was adjourned at 8:10PM.

Next meeting is at St. Joseph on May 14<sup>th</sup> at 7:00 PM

#### SEE BELOW FOR APPENDIX

#### Appendix 1 – Pastoral Council committee representation for the year

|                          |                                       |
|--------------------------|---------------------------------------|
| Liturgy                  | Stephanie Szczerba and Deacon Feaster |
| Christian Formation      | Dave Burns and Mary Anderson          |
| Parish & Family Life     | Erin Marchlik and Tom Kane            |
| Social Concerns          | Tonie Vandenberg and Gary Dawson      |
| Building and Maintenance | Ed Holley                             |

#### Appendix 2 – Opening and Closing Prayer

| Council Member | Meeting   |
|----------------|-----------|
| September      | Ed Holley |
| October        | Tom Kane  |

|          |                    |
|----------|--------------------|
| November | Erin Marchlik      |
| December | Stephanie Szczerba |
| January  | Stephanie Szczerba |
| February | Mary Anderson      |
| March    | Amy Brenner        |
| April    | Marty Brett        |
| May      | Dave Burns         |
| June     | Gary Dawson        |

Respectfully submitted,

Tom Kane  
Secretary, Pastoral Council