

**ST. JOSEPH PARISH
PASTORAL COUNCIL MINUTES
June 12, 2018**

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 7:00PM by Ed Holley and the opening prayer was led by Stephanie Szczerba.

Attendance:

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

May Minutes: Clarification was provided on the Website Refresh project

- The initial scope will focus on an updated look for the website, and other initiatives/updates may develop as a result

Correspondence: No correspondence received

Reports – Standing Committees

• **Finance – Update provided by John Sanders**

- As of May-31, the parish remains in a stable financial position
- Income is in line with budget and a surplus is expected to remain at the end of the fiscal year
- Information was provided to explain the monthly debt collection is not used specifically for the monthly mortgage payment
- 2019 budget was reviewed
 - The budget has not been finalized
 - Peggy Barrow is incorporating seasonality into some of the expenses
 - The Annual Appeal is not part of the budget

• **Liturgy – Update provided by Stephanie Szczerba and Marty Brett**

- The process for parishioners to receive gluten free hosts was discussed. Since our meeting, the process has been published in the bulletin.
- Four new lectors have completed their formation session and will start in July
- Goal for the upcoming year:
 - To foster the spiritual development of St. Joseph's Parish by enhancing and coordinating all worship and liturgical celebrations, with the guidance of the Holy Spirit, and our pastor, and in accordance with the Liturgical documents of the Church and diocesan guidelines.



St. Joseph's
Strategic Plan - Liturg

• **Christian Formation – Updated provided by Marty Brett**

- Adult Faith Formation is in the process of determining the needs/requests of parishioners

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

- Monthly Update:



PFL update Jun
2018.pdf

- The link for carnival volunteers will be posted to the parish's Facebook page

- **Social Concerns – Update provided by Tonie Vandenberg**
 - The number of people attending the Spanish Mass has been steady
 - Tonie will follow up on the web changes that she submitted
 - Goals:



Strategic Plan -
Social Concerns - Jun

- **Building and Maintenance – Update provided by Ed Holley**
 - St Joseph Music Ministry Office
 - Nearly complete with only minor work remaining
 - HVAC for St Joseph and St Rose
 - Nothing to report on requests for estimates for new HVAC at either location
 - St Joseph Painting
 - Began painting several areas inside the rectory
 - Miscellaneous
 - Continuing with cleaning the landscape areas and adding mulch around the parish properties

Old business

- **Web changes**
 - Continue to be identified by council members and submitted to Jackie Delaporte
- **Goals**
 - Liturgy Committee is finalizing goals
- **New Members of Pastoral Council**
 - Mary Anderson and Jay Bais will join the Pastoral Council in September
- **St Rose Sign on Augustine Herman Highway (Chesapeake City)**
 - Gary Dawson has taken pictures of the sign and will share with Bob Altmiller to see if Bob can provide an estimate to restore the sign
- **Website Refresh – Erin Marchlik and Marty Brett**
 - The bulletin publisher can provide web support
 - A list of parishes that the publisher provides web support will be requested
 - Over the summer, a sub-committee will be formed to create a proposal for this overhaul
 - Proposal will be presented to the Pastoral Council in the fall
 - The initial scope will focus on an updated look for the website, and other initiatives/updates may develop as a result

New business

- The decision was made to not move forward with a suggestion to list, in the bulletin, parishioners' family and friends serving in the military

Follow Ups:

- Website Refresh – create proposal and share in the Fall

Closing prayer led by Stephanie Szczerba.

Meeting was adjourned at 8:00PM.

Next meeting is at St. Joseph on September 11th 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 Marty Brett
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
October	Amy Brenner (Tom Kane)
November	Marty Brett
December	Dave Burns
January	Gary Dawson
February	Ed Holly
March	Tonie Vandenberg
April	Erin Marchlik
May	Lisa Porter
June	Stephanie Szczerba

Respectfully submitted,

Tom Kane
Secretary, Pastoral Council