

**ST. JOSEPH PARISH
PASTORAL COUNCIL MINUTES
November 14, 2017**

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. Opening prayer was led by Marty Brett.

Attendance:

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

October Minutes: Motion was made to accept the minutes by Amy Brenner and seconded by Dave Burns

Correspondence: No correspondences received

Reports – Standing Committees

- **Finance Council – Update provided by John Sanders**
 - Parish remains in a good financial position
 - Parish assets equate to about \$11 million
 - Goal is to keep cash liquid with low risk investments – money markets, CDs, savings – while building up reserves
 - As of Oct 31, revenue is ahead of forecast
 - The parish has received an inheritance gift of \$10,000
 - Expenses are within reasonable variance of budget
 - Looking to change the details of what is reported within the Stewardship Column in the weekly bulletin
 - The goal is to report or highlight other items
 - A property assessment for the parish was completed within the last year
 - Still determining how best to report the monthly ACH contributions in the bulletin
- **Liturgy – Updated provided by Marty Brett**
 - Those preparing content for the bulletin are asked to be aware of timing issues so that items are posted in advance of an event
 - The 4 page Liturgical Ministries insert in the Oct-15th bulletin generated awareness and interest as indicated by several additional volunteers for ministries
 - The wheel chair in St. Joseph's church will be relocated to the area adjacent to the Reconciliation room, which is not locked
 - Lector formation will be held after the beginning of the year
 - Eucharistic Ministers of Holy Communion and to the sick preparation has been moved to the parish level
 - St. Joseph church will be decorated for Christmas beginning Dec-21. St. Rose Church will be decorated any time after the Tuesday morning Mass on Dec-19th.
 - St. Francis Xavier Shrine will be one of ten churches part of a diocesan pilgrimage to commemorate the 150th anniversary of the Wilmington Diocese
- **Christian Formation – Updated provided by Marty Brett**
 - A ministry directory will be put together and published for internal use
 - Participation in general seems to be dropping off
 - An online course for RCIA is available
 - The webpage for this committee will be maintained by Marty Brett
- **Parish & Family Life – Updated provided by Erin Marchlik**
 - In the process of validating the contacts currently listed on the webpage
 - Attempting to grow participation by using the webpage and FaceBook
 - The plan includes quarterly service projects for teenagers as well as offerings to foster self improvement

- Looking to assist Our Daily Bread on Dec-29
- **Social Concerns – Update provided by Tonie Vandenberg**
 - Given the nature of their jobs, many Hispanics do not have off for Thanksgiving
 - Families may request a Thanksgiving basket
 - The annual Giving tree starts the weekend of Nov-18th and 19th
 - The Feast of Our Lady of Guadalupe will be celebrated on Dec-10th
- **Building and Maintenance – Update provided by Ed Holley**
 - For the new music room within St. Joseph’s church:
 - Contracts have been set for all work areas and the building permit application has submitted to Middletown
 - The anticipated cost is slightly less than the \$20,000 budgeted
 - Contractors are being contacted for proposals to repair or replace the hall roof. This is a Diocesan Capital Campaign benefit with an estimated value of work of \$78,000.

Old business

- Msgr Kelly provided the list of charities that the Parish donates to monthly. The 2017 listing is:

Month of Donation	Charity
January	Wounded Warrior Project
February	Nativity Prep School
March	St. Martin’s House
April	Breast Cancer Research Foundation
May	Unaccompanied for Children
June	Generation Station
July	Maryknoll sisters in Guatemala
August	Birthright of Delaware
September	Emanuel Dining Room South
October	National MS Society
November	Jean Birch MOT Senior Center
December	Joseph House Crisis Center

New business

- Pastoral Council members received a copy of the Constitution

Follow Ups:

- Pastoral Council members are asked to continue to review the webpage for their respective standing committees. Any updates are to be sent to Jackie Delaporte.

Closing prayer led by Marty Brett.

Meeting was adjourned at 8:20PM.

Next meeting is at St. Joseph’s on December 12th at 7:00 PM

SEE BELOW FOR APPENDIX

Appendix 1 – Pastoral Council committee representation for the year

Liturgy	Stephanie Sczerba 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 Sczerba

Respectfully submitted,

Tom Kane
Secretary, Pastoral Council