

**ST. JOSEPH PARISH  
PASTORAL COUNCIL MINUTES  
November 13, 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. The opening prayer was led by Marty Brett.

**Attendance:**

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

**October Minutes:** Spelling corrections were noted and made to the final version posted to the parish's web site

**Correspondence:** No correspondence received

**Reports – Standing Committees**

- **Finance – Update provided by Msgr. Kelley**
  - Revenue continues to be in line with budget
  - Expenses are down about \$12,000 year on year
  - Continue to pay off the mortgage at an accelerated rate
    - At the current rate, the mortgage will be paid off in two years
    - Considering the next financial priority after the mortgage is paid off
  - The HVAC work at St. Rose came in at budget, about \$17,000
  - Working monthly variances into the offertory budget
  - No update on research into the use of solar panels
- **Liturgy – Update provided by Stephanie Szczerba**
  - Matt Jewell will be transferring to St. Mary of the Assumption parish
  - The Chesapeake City Ecumenical Association's Thanksgiving dinner will be at St. Rose on Nov-20
  - A Christmas sing-a-long will be held at St. Francis Xavier on Dec-9
  - Six new lectors have completed formation for St. Joseph
  - Two new lectors have completed formation for St. Rose
  - Formation for new Eucharistic ministers will be held at the beginning of 2019
  - Community penance service will be held at St. Elizabeth Ann Seton on Dec-16
  - First Reconciliation for second graders will be held on Nov-17
- **Christian Formation – Update provided by Mary Anderson and Mary Kirk**
  - Committee meetings have changed to every other month
  - Changes will be coming to the Children's Liturgy
    - This change is being done because there was limited participation
    - Hiatus will be in effect until Jan
    - In Jan, at 11:30 mass, a session for 5 year olds will commence
    - Program will run from Jan-Apr
    - Looking for volunteers from current Catechists
    - Intent is to have consistent moderators
- **Adult Formation – Update provided by Marty Brett**
  - Looking to offer guest speaker sessions
  - Pastoral Council agreed Adult Formation can proceed with their survey
    - Working on best strategy to place the survey in the bulletin

- Announcements will be placed in the bulletin prior to distribution
- Survey can be printed from the web, and are looking into the possibility of also completing it on the web
- **Parish & Family Life – Updated provided by Erin Marchlik**
  - One goal for the year is to get more people to join this committee
    - Currently, Erin Marchlik and Tom Kane are the only members
  - Pancake breakfast will be held at St. Rose on Nov-18
- **Social Concerns – No update**
- **Building and Maintenance – Update provided by Ed Holley**
  - Installed cabinet and outlet for Art & Environment work station. Plans include adding a growing area with LED lights to force bulbs for Easter.
  - Carpets in all classrooms, hallways and foyer of the Office have been cleaned with the help of Mary Vawter who donated the use of her industrial carpet cleaner. Cleaning of the Rectory carpets is scheduled for this week.
  - Snow removal and grass cutting proposals for St Joseph and for St Rose properties continue to be investigated.
  - With assistance from Fr Chris, continuing with trimming trees and shrubs, and adding mushroom mulch to landscape beds around the campus.
  - St. Rose Hall floors were stripped and re-waxed with the help of Joe Slacker, his wife Pat, and Jean.
  - Installation of a new HVAC for St Rose Hall has been completed thru funding from the Diocesan Capital Campaign.
  - A new letter board sign has been installed at St Rose.
  - Coordinating with various groups for Christmas decorations and events.

#### Old business

- **Update on Draft Recommendations for Parish Website – Marty Brett and Erin Marchlik**
  - Pastoral Council agreed this initiative should move forward
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ST-Joseph-Website-Proposal DRAFT Ver. 6
- **Update on Adult Faith Formation Committee Survey – Marty Brett**
  - Pastoral Council agreed the survey should move forward
- **Active Shooter Policy and Parish Safety Committee – Dave Burns**
  - The parish buildings will be surveyed
  - Options are being considered
  - This will be a long and involved process
- **Pro/Cons for Future Meetings at St Rose Hall – October and March**
  - Pastoral Council agreed there will be no changes to the current schedule
  - Two meetings per year will continue to be held at St. Rose
- **Need to Fill Prayer List Opening for December**
  - Stephanie Szczerba volunteered to say the opening and closing prayer for December
- **Updates for Parish Committees' 2019 Goal Setting**
  - Committees are to start drafting goals
  - Goals have been submitted for Social Concerns, Liturgy and Adult Formation

#### New business

- **Pastoral Council Membership**
  - Committee members are to start thinking about new members for next year

**Follow Ups:**

- Members are to begin to formulate 2019 goals for their committee

Closing prayer led by Erin Marchlik

Meeting was adjourned at 8:00PM.

Next meeting is at St. Joseph on December 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 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**

<b>Council Member</b>	<b>Meeting</b>
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