

23rd Minutes of the Parish Pastoral Council Meeting on October 15, 2018 in Westfield Minutes

ATTENDANCE: Betty DeLand, Joe Giambra, Dianna Giambra, Jim Crolle, Phil Baideme, Fr. Romy and Dan Quagliana, Debby Ruland

ABSENT: Fran Lus and Bob Ducato

Presider: The meeting was presided by Dan Quagliana. Opening prayer was said by Fr. Romy.

Approval of October's Minutes: Phil motioned to accept the minutes as presented. Jim seconded the motion. All were in favor.

Agenda

1. Unfinished Business

1.1 Annual Parish Assembly on November 14, 2018 Plan of Activities:

1.1.1 Parish Assembly Program of Activities – This meeting will be November 14th at 7:30 p.m. after the 7:00 p.m. Mass in Westfield. The agenda was read by Dan. Dan asked that each member have their Action Plan emailed to Debby by November 1st so she could get them to Dan, so he could put his report together for this meeting.

1.1.2 Lists of names to be given the certificate of recognition: This was discussed, and names were discussed. Dan asked how we could do this without leaving someone out. Dianna suggested only doing parishioners that do things that no one knows about i.e. the counters, etc. Names suggested were: counters, Larry Westin, Michelle Helmer, Mary Ann Leonard, Mary Ann Ellington, teachers, Weingarts, Mead-Colgroves, Bob Ducato, Mary Prybzycial, Tates, Lucy Resinski, Kathy Probst, cleaners in Brocton. Everyone should think about this and let Father know who else should be added.

1.1.3 St. Dominic Parish Survey 2018 Results: Dan read over the survey and the results. He asked if there were any questions on the survey and there were none.

1.2 SDP Action Plan 2018 from EO 1 to EO 10: These were plans that were to be accomplished by the end of August. Dan read the completed reports to the committee. It was decided that we have met many of these objectives. Dan asked everyone to have their action plans

completed for 2018-2019 before the assembly meeting, so Nov. 1st will be the deadline.

1.2.1 Education & Youth below 18 yrs. of age – Dianna (see attached copy 1); Above 18 yrs. of age – Bob (see attached copy 4) – This is for 2018 – 2019. Dan read the reports.

1.2.2 Parish Community Life: Brocton – Fran & Westfield/Ripley – Jim (See EO2) Fran was not available at this time. Jim had completed his and did read it to the committee but needed to revise it accordingly and resubmit.

1.2.3 Building & Grounds – Joe/Cemetery – Bob (see attached copy 2 & 3) Dan read Bob's report for the Cemetery. We all received this report. Everyone also received the changes to the Cemetery Handbook to review.

1.2.4 Communication: Website – Joe; Bulletin – Debby; Mass Media – Joe (see EO7) Dan asked for action plans for these by Nov. 1st.

2. Reports from PPC Committees

2.1 Education & Youth below 1 yrs. old – Dianna Dianna reported that they had their first class and things went very nice. They talked about the sacraments. There are eight children right now and four more are to be starting soon. They are all from Brocton except three. The parents like this set up as it is only once a month and the length of time was good. They also are learning what their children are learning only on an adult level. This is a new program that the Diocese is doing and felt this would be good for us. She will have some speakers come in. She plans on Deacon Bill Cassidy speak on the difference between a Deacon and a Priest.

2.2 Education & Youth 18 yrs. and above – Bob: There was no report submitted at this time.

2.3 Liturgy: Sunday Envelop collections and attendance (see below & attached copy) – Fr. Romy: (We all received these copies.) Dan read Father's summary that we received. Please refer to these copies.

2.4 Parish Community Life: Brocton – Fran and Westfield/Ripley – Jim: Fran was not available to give a report. Jim stated that at Westfield, they had talked about engaging the community by having community CPR training, participating in 1st Friday that the community has. We talked about our goal to build up the Body of Christ. We also talked about getting more people involved in our Parish and then reach out to our neighbors.

2.5 Building & Grounds – Joe: Joe stated that over the summer we had two repairs in Brocton, one being the air-conditioning and a leak in the

Rectory upstairs bathroom. Bill has been doing a very good job keeping the Hall cleaned and doing repairs. In Westfield the only thing is the on-going air-conditioning project. Smoke alarms have been installed at both sites and the carbon monoxide alarms have been ordered. The fire extinguisher inspection has been completed also. Bill painted the kitchen in the Westfield Rectory. Camile asked Joe to check out in Brocton the Rectory on the outside, that there is a patch that does not look good. This is in the front of the Rectory. Joe will check out. She also suggested that someone knowledgeable in trees should look at the tree between the Rectory and the Church. It is definitely not healthy, and it could come down in a storm.

2.5.1 Cemetery – Bob: Dan had already read Bob's report, which we all have received a copy.

2.6 Finance Report – Finance Committee: Betty reported that the good news is the Diocese's assessment is down from \$17,522.04 to \$15,674. The priest's retirement rate is increasing 5.5%. We all received copies of the financial reports from Betty. Best Way Containers will be increasing their rate 5%. There is a paid family leave which the Diocese is taking \$100/month out. She wanted to know who is interested in this because they don't take it out unless someone is. Debby will have to look into this. This is only if an employee wants to do it, you don't have to. Donations/Bequests and Memorials stipulate that donations go under regular receipts. Bequests and memorials are under a different account because the Diocese cannot assess that money. But in order to have a bequest or memorial you must be balanced with statements. Betty is ready to run the year-end report. We need to get together to set up a budget for the next fiscal year because this must be submitted to the Diocese with the year-end report. Betty also informed the committee that we are down almost \$20,000 in Sunday collections. Debby will make copies for everyone. She also recommended that we need a new copier, the one we have is just not good. Joe stated that there is a copier in Brocton, but it needs to be serviced. We should bring that one over to Westfield. Joe will get the information to Debby, so she can have it serviced. There will be a Finance Council meeting on Oct. 25th at 7:00 p.m. in Brocton. Betty also gave out copies of the income statement and balance sheet. As of August, we are in the hole \$2,054.86 in the checking but we had \$5,000 in savings so we transferred that into the checking account. We needed to borrow money from the Mass account in the amount of \$7,000 in order to be able to pay the \$10,000+ insurance bill we had for the parish. We are going to be in trouble again this year because our donations are down. We need to do something. Expenses were \$177,841.51 Revenue \$282,942.35 for our last fiscal year. We are actually

down around \$15,000. Monday, Oct. 29th the Finance Council will meet to sign final papers for the year-end report at 6:00 p.m. in Westfield. Betty will have the exact figures on all this information at the Oct. 25th meeting.

3.0 New Business: Organ to be placed at first 2 pews in front of Church and in front of the status of St. Dominic in the Westfield site. Dan asked if we had a time frame for this and do we know who is moving this. Jim asked, “why are we doing this” and whose decision was it”? Phil answered that Paul was donating the organ. Father stated that it would be too difficult to get it upstairs, so it was decided to put it down stairs and in the front. Father stated that it could be at the back or the front. Dan asked for a motion to put the donated organ downstairs in front of the St. Dominic statue and taking out two pews for this. Camile motioned that we accept the donation from Paul and remove the two pews as long as it can be done in-house. Jim wanted to know if we can do the electrical, etc. in-house. Dan said there were already outlets available where the organ would go. So, the electrical will not be a problem. Betty seconded the motion. Jim would like to know what the cost to the parish would be. The only cost would be the moving of the organ, but Father stated that Paul said it would be around \$200. Jim is concerned that if we are already in a hole we should know what the costs are involved before we just do it. Phil stated that we should table this until we know what are costs will be. Dan said this will be tabled until the next meeting. Camile stated that at our next meeting we should discuss and vote on the organ and discuss and questions that may be turned in from the assembly meeting. All were in favor of this.

4.0 Others: Phil asked why do we have to see all the information that Father sent by email. He made a motion that this should not be emailed to members. Father said the purpose of this was to inform the members. Phil disagreed and feels we do not need to know who gives what to the church. He feels that we only need to see Father’s report but not the details of how he got it. Father stated that this is the back-up references and you need to see how he received his information. Father was told they do not want to see his back-up references. Father said that next time he will do his analysis and not show the back-up references. Jim seconded the motion that Phil made. All were in favor.

Jim motioned for adjournment and Camile seconded the motion.

Closing Prayer was said by Dan.

The next meeting will be November 19th at 7:00 p.m. in Brocton.

Recorded by secretary Debby Ruland