

**Ss. Maria and Isidore Torribia Joint Councils Meeting
Planning Committee, Pastoral Council, and Finance Council
Meeting Minutes**

Wednesday, January 8, 2020 – 6:30 pm
St. Joseph's, Campbell

Members Present: Fr. Pat Connor, Deacon Doug Farwell, Deacon Dave LaFortune, Kathy Bailey, Mark Houck, Arthur Jones, Peter Olausson, Mary Hickey, Suzanne Krebs, Theresa White, Anna Bauer, Joe Machuga, Bob Wylie, Joe Crance, Mike DelGrasso, Ed Linsler

Members Absent: Roger Parulski, Greg Cacace, Kevin Gahagan, Josh Apenowich, Don Lando

Others Present: Karen Rinefierd – Resource, Planning Consultant for Diocese of Rochester

I. Welcome / Introductions / Organization

- Refreshments
- Opening Prayer – Father Pat
- Kathy Bailey recorded minutes.

II. Report on Bishop Matano's Response and 1/7/2020 Presbyteral Council Meeting

- Thank you to all who attended. (Father Pat, Deacon Doug, Mark Houck, Theresa White, Art Jones, Karen Rinefierd, Suzanne Krebs)
- The Bishop's overall message seemed to be "Faith and Reason" when responding to struggling parishes. It is important to maintain faith and remain hopeful for viability of parishes, but we also must be realistic in our planning.
- Overall attendees felt like it was a positive experience
- We have been given the opportunity to keep working to revitalize our parish with a reevaluation in October 2020.
- Discussion of communication and challenges/unique conditions of a rural parish
 - Rural communities mean weather has a bigger impact (farmers, transportation ie: hills in icy conditions, small businesses, mass schedules impact)
- The depth of our recommendation / report was impressive.
- It will be critical to remember our Catholic mission and continue to serve in local ministries: Mustard Seed, Community Christmas Baskets, Catholic Charities, Food Banks, etc.
- Southern Tier Churches have contributed a lot to the vocations / seminary. Ex: Joseph Martuscello – (upcoming Ordination to the Priesthood on June 13th)
- Moved from despair to a rally of the parish, but still need to work on improving mass attendance, financial support, and faith formation/development (sacramental numbers are very low, as are weddings and funerals)
- Father Condon will be coming to say the masses (Feb. 15-16)
- Maryknoll Missionary will be here (Feb. 8-9)

III. Roles / Responsibilities

- Deacon Dave presented a Powerpoint presentation outlining the roles and responsibilities within a parish. This highlighted the relationships and missions of Parish Lay Trustees, Parish Pastoral Councils, and Parish Finance Councils and Parish Planning Committees.
 - Parish Lay Trustees: actively participate in the oversight of parish activities and operations normally conducted at the pastoral council and finance council levels.
 - Parish Pastoral Council: “Practical wisdom” - focuses on the mission of the church, develop a deeper relationship with Christ and bring others to join in this relationship.
 - Focus on worship: How does Sunday worship contribute to make people feel welcome and spiritually fed? How do we provide faith formation to young people AND adults?
 - Service: How are we involved with the community?
 - Community: How do we create warmth and hospitality within the parish?
 - Stewardship: How do we reach out to others to share their gifts?
 - Leadership: How are we preparing others for leadership?
 - Parish Finance Council: “Specific expertise” – Budget development in light of pastoral goals
 - Planning Committee: Research and consider ideas for the betterment of the parish / Ensure communication with parishioners.
- Comments by Deacon Dave
 - Recommends that Pastoral Council needs to spend a lot of time in prayer to share faith experiences, bonding, etc. This sets the tone and context of their role for each meeting.
- Questions / Discussion
 - Has finance council generated ideas to fundraise / improve finances?
 - We have no definitive plans, but fundraising is a key goal in the next stages.
 - Finance council needs to be a component of this. Envision fundraising committee as a subset of the finance council.
 - Staff member needs to be working with the council and committee.
 - Regulations that have taken the fun out of fundraising
 - How do we make sure parish staff knows what is being done?
 - Individual parishioners needed to communicate needs.
 - Clarity on groups and auspices of parish / oversight

IV. Best Practices for Volunteerism

- Karen Rinefierd shared a Powerpoint Presentation outlining best practices for recruiting, training, and sustaining volunteers and volunteer commitment.
- Comments/ Discussion:
 - Overcoming “Not Me” to “Can you lead us to some resources?”
 - People are busier – working two-income families
 - Dynamics have changed.
 - Please be a resource if you can’t volunteer: past committee members, who do you know who can do it?
 - Can look at others’ websites to benchmark / gather ideas ie: widows/widowers club, book club
 - Need to find out who is doing what across the board in each worship site before looking at asking others. Ex: sets up holiday decorations, special day practices, etc.
 - Put in coordinators to follow up. List of volunteers already created, but in hindsight the survey was poorly designed.
 - Need to record how volunteer tasks are being carried out as a resource for those who will take the task in the future.

V. Building the Future of Ss. Isidore and Maria Torribia Parish

- Those present looked at planned initiatives to decide which council/committee will be responsible for coordinating and accountability for each area.
 - Church Greeters – Pastoral Council
 - St. Stan – has coordinator
 - St. Joe – needs coordinator
 - St. Catherine – needs coordinator
 - Marketing – Planning Committee
 - Facebook:
 - St. Stan – has Jean Hubsch
 - St. Joe –
 - St. Catherine – has Theresa White
 - Need process to get things sent to proper people
 - Can establish a budget line for marketing
 - Fundraising Committee – Finance Council
 - Who, timeline, stay in touch, create committee
 - Enhancing Faith Formation – Parish Staff / Deacons
 - Volunteerism – Pastoral Council
 - Reaching out to Newcomers and those who have left – Planning Committee
 - Maybe reach out to those who haven't used envelopes in the past year?
 - Who has moved?
 - Karen can find resources. Is there a volunteer that may like to do research to find best practices?
 - Start small: who do you know that you used to see at church, but not anymore?
 - Who is registered? Who is still living or deceased?
 - Barb / Peter can generate a report on who is active. (Can we use survey monkey?)
 - Peter will give a list of disappeared donors since 2017 to Pastoral Council.
- Suggestion: Put response to / from Bishop Matano on our website and in the bulletin.
- Annual Parish Meeting needs to be scheduled in the Spring to update all (after Easter) – Planning Committee Agenda
- CMA – Ends the end of May. We are only at 40%. Need clear communication.
- Set meetings of Pastoral Council, Finance Council, and Planning Committee semi-annually (2x per year)
- Communications / Town Hall Mtgs. – Planning Committee

VI. Next Meeting

- Next Joint Councils meeting - TBD

VII. Closing

- Closing Prayer – Deacon Doug led the Our Father closing prayer.
- Meeting closed at 8:27 pm

Respectfully submitted,
Kathy Bailey