

**Ss. Maria and Isidore Torribia Planning Committee
Meeting Minutes**

Wednesday, March 11, 2020 – 6:30 pm
St. Joseph's, Campbell

Members Present: Fr. Pat Connor, Deacon Doug Farwell, Kathy Bailey, Joseph Crance,
Mark Houck, Greg Cacace, Arthur Jones, Peter Olausson, Mary Hickey, Anna Bauer

Members Absent: Deacon Dave LaFortune, Roger Parulski, Theresa White

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

I. Welcome / Introductions / Organization

- Opening Prayer – Father Pat led the Hail Mary prayer.
- Kathy Bailey recorded minutes.

II. Six-Month Financial Update

- Greg Cacace presented the financial update at each mass during the weekend of Feb. 29 / Mar. 1.
- Committee members present felt that the information was communicated clearly and thoroughly, touching on the issues of current financial status, CMA appeal status, ongoing financial needs, weekly collections, volunteerism, and attendance concerns. In addition, written materials were available at the back of each site for parishioners to take.
- Thank you to Greg for his willingness to take on this task.
- Suzanne and Greg met recently and the CMA Total is currently at \$16,176.00 (approximately 55% of goal) which was an increase of twelve donors. We will have a CMA special collection in April.

III. Updates on New Initiatives Coordinated by Other Groups

- Pastoral Council: Building and overseeing the ministry of church greeters.
 - Art Jones reported that he has created and shared a job description for this role to share with potential volunteers.
 - He also spoke at St. Catherine's to call for volunteers for this. He left a paper outlining the duties of the greeters in the back of church. Those interested in being a greeter at St. Catherine's can reach out to Art. His contact information is on the list of duties.
 - He is continuing to try to reach out to others at St. Joe's, as we only have one set of greeters there. Anyone interested in being a greeter at St. Joe's can also contact Art.
 - He reports that Carol Houck has been doing a great job coordinating volunteer greeters at St. Stan's. Anyone that is interested in greeting at St. Stan's can contact Carol.
- Pastoral Council: Encouraging and expanding volunteerism within the parish.
 - Art also reported on this topic. He will discuss this again at the upcoming Pastoral Council Meeting.
 - There was a large response for volunteers for the Irish Dinner held at St. Catherine's. Thank you for all of the efforts put forth. It was a very successful event.
 - Will continue to need volunteers spreading out over Lenten services.
 - There is going to be a website link for email addresses so volunteer requests can also go out with the bi-weekly emails.

- We need to be specific in our volunteer requests.
- We received a letter from the Diocese regarding A Year of Service: Walking with Moms in Need. We will announce this on March 22.
- Finance Council: Establishing a fund-raising committee.
 - Mary Hickey reported that they have received some ideas for fundraising.
 - We possibly have an object being donated to be used as a fundraiser.
 - Working on communication.
- Staff and Deacons: Enhancing the parish's faith formation for children and adults.
 - Deacon Doug reports that they are planning to do a "Deacon's Corner" on the website about a variety of topics, such as: Communication, Orders of the Mass, Communion forms, Education, and other lists of topics being generated.
 - Father Pat is going to add remarks about understanding and loving the mass (hoping to draw people to our website.)
 - Another goal is to organize / complete a Mission and continue working on Adult Faith Formation.
 - Suggested: Utilize the website or Facebook page to highlight significance of items within the church (candles, idols, statues, etc.)
 - Peter reported that we are still trying to gather contacts for children baptized in the last eight years.
 - Father Pat is starting a Guardian Angel Committee.

IV. Planning Committee New Initiative #1: Marketing the parish, including social media

- Postcards with the Easter / Lenten masses and events were created and sent out. These are available at each worship site, as well.
- Email service was set-up and the first email was sent out. We sent out 117, with only 5-6 that bounced back and had a 57% opening rate.
 - Emails will go out the 1st week of the month (Updates/News) and 3rd week (spiritual columns or observations) while cancellations can also be noted.
 - This will be announced again in Mass. Remind parishioners to check SPAM folder if they have signed up and not received this.
 - Kathy McDonald has expressed an interest in helping.
 - **Please send events / updates for the email to Peter.
- Facebook: Please have Jean Hubsch contact Peter to address administrator settings. [Since the meeting Jean has said that she will not be able to be a Facebook contact.]
- Sharing the homilies: Pastoral Council will work to find a volunteer to film with his/her cellphone or other technology to share/stream weekly homilies.

V. Planning Committee New Initiative #2: Reaching out to newcomers and parishioners who have left the parish.

- St. Stan's Rosary Society is putting together welcome packages for newcomers to parish. (Making 6) These include: rosary, how to say the rosary, daily inspirations, postcard, children's activities, mass times, Clergy/Deacon contact information, Pastoral Council and Finance Council contact info.
- There will be another Euchre Night on March 27.
- Parish Office staff finished sorting 2017-2019 comparison lists so we can reach out to those who may have left. These were sent to Greg/Anna to begin vetting. Karen is working on the script for this outreach.
- Karen distributed assorted materials that other parishes have utilized when reaching out. Mary/Peter will draft a variation of the sample pew card to be used here at Ss. Isidore and Maria Torribia.

VI. Other

- Discussion of our progress regarding areas of concern noted in Bishop Matano's letter (attendance, increase of sacraments, financial stability). These are ongoing areas of work for us.
- Remain focused on our initiatives.
- CMA: If we do not reach our goal, we will have to use our parish accounts to meet the shortfall.
- We are putting together a carpool to view a screen of the movie, Jesus, in Ithaca on Tuesday, April 7, 2020. Cost is \$15.00 and this is open to everyone to attend.
- Pastoral Council is working with the Sheriff's Office for Emergency Planning and Preparedness.
- Sunday, March 15th is Adoration at St. Joe's. 3:00-4:00pm. Our goal is attendance of 50 people.

VII. Next Meeting

- Next Planning Committee meeting will be:
 - Wednesday, April 29, 2020 at 6:30 pm at St. Joe's.

VIII. Closing

- Prayer for healing and strength for committee member, Roger Parulski, who has been battling a prolonged illness.
- Closing Prayer – Deacon Doug led the Our Father closing prayer.
- Meeting closed at 8:12 pm.

Respectfully submitted,
Kathy Bailey