

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

Monday, March 4, 2019 – 6:00 pm  
St. Joseph's, Campbell

Members Present:

Fr. Pat Connor, Suzanne Krebs, Deacon Doug Farwell, Peter Olausson, Janette Malavet, Anna Bauer, Kathy Bailey, George Krebs, Theresa White, Matthew Cacace, Greg Cacace, Roger Parulski, Mark Houck, Kevin Krebs, Joseph Crance

Others Present:

Karen Rinefierd – Resource, Planning Consultant for Diocese of Rochester

### I. Welcome / Introductions / Organization

- Committee members introduced themselves and gathered for an opening prayer.
- Discussion of how to organize committee / reporting methods.
- Use of a tape recorder was suggested for future meetings.
- Kathy Bailey was selected to record minutes for today.

### II. Establishment of Tasks for the Planning Committee

- Research and consider ideas for worship and community for parishioners in light of the attendance and financial challenges facing the parish.
  - This will be established further into the process.
- Ensure regular two-way communication with parishioners.
  - Ensure that ideas come from not just this group, but parishioners at large.
  - Reporting methods need to ensure parishioners from all three worship sites are treated equally and with the same level of respect.
- Prepare a recommendation for Bishop Matano for the future of the parish.
  - The Bishop will make the decisions, but he needs input from the parishes.  
Question: Do we have a time frame for this recommendation?  
Answer: Not set in stone, but we must move quickly. We have to look at the financials and the situation as a whole and pay attention to where God leads us.

### III. Information Gathering and Questions

- Q: What is the gist of the situation we are facing?  
A: Our savings is gone. There is a few thousand in checking for immediate cash in the operating account. We do have approximately \$48,000 in social funds available to use and Long-Term investments of approximately \$100,000. Collections are drastically down since July 1 (\$37,000) There was a small drop since masses were cut.
- Q: Can we have some clarification of immediacy/needs?  
A: This happened very quickly. Christmas collections were down 50%. We have lost a great deal of collection revenue as attendance has dropped and parishioners have returned to All Saints Parish.
- Q: Are some of the worship sites collections still operating at the status quo? We would like to see some of those breakdowns.  
A: Peter distributed a map of where people are registered based on CMA registrations. This generated discussion and questions in terms of the CMA registrations, accuracy of the information, and confusion about the CMA in general. For example, how do we get that information to people to get registered and why have some registered parishioners not received envelopes from CMA? How does CMA affect our

bottom line? A: We have to meet our target. Q: How is the target set? A: It is a complicated formula, can share at a later date.

- Q: Where does the envelope money go if you periodically attend mass at another parish? And Vice Versa?  
A: If you take Ss. Isidore and Torribia envelopes with you and/or make checks out to our parish when you go elsewhere, it comes back to us. If money is just placed in the collection, it stays at the collection site parish. If a visitor comes here and uses their home parish envelopes, it goes to their home parish. If money is placed in the collection or in our envelopes, it stays here.
- Q: What is the actual monthly outflow of expenses?  
A: This varies. Our parish is very lean on expenses and our staffing is very low compared to others. This leaves very little room to cut expenses.
- Q: Can we get an expense breakdown per church/per month?  
A: Keep in mind that we are one parish with three worship sites. Expenses are for the entire parish.
- Q: What happened to the information from the last town hall meeting about attendance?  
A: Unfortunately, this was put off due to the holidays and vacation. Peter presented the report to Father Pat and Deacon Doug today.
- Q: If we were to resume the 8:00 am summertime mass at St. Stan's, would those monies return from the seasonal parishioners? (Lake)  
A: The mass schedule does seem to be a problem for collections.
- Q: What are the bills each month? Is it really only one month of funding available or is it five months? Do we have enough to cover current invoices? If we were able to take in \$5,000 per week in collections, could we cover expenses? What are the bills coming up?  
A: Expenses vary each month. The estimate is 6-9 months. We can do an income statement, but we definitely need to take in more funds. We need about \$5,000 per week in collections to meet expenses. The biggest problem is donors have left and we need to recover those losses.  
Suggestion: Saturday meeting for families. We need to present this info to parishioners to increase donations.
- Q: What happens if we are not successful in increasing income? Does the parish shutdown? What is the likely scenario?  
A. It is a business environment. We do not know. We may be looking at the possibility of closing a church (worship site) as the probable next step. We'd need to look at what it will cost you in loss of parishioners if that happens. (The parishioner base may move or choose not to attend another worship site, they may elect to attend another denomination, etc.) Note: If any worship site closes, it is important to note how people are treated. Who tends to them when they need to find a new worship site?
- Q: Are other parishes equally struggling?  
A: We are currently in bad shape, but every parish in the diocese is fragile in terms of one shift or another that could work against them. We must do the best we can and need to stay united without pitting one worship site against another.
- Q: What is going on with each church's trust funds?  
A: This is currently a situation which is murky. There are legal expenses being incurred. These are not "trust funds" but are an investment at the Community Foundation in Corning created for emergencies. We do not have access to this, as it is run by a Board of Trustees and NOT by the parish finance committees. It is unclear what would constitute an emergency or the process to proceed with that. Even so, access to those funds would simply be a band-aid and a long-term solution is still needed.

#### IV Communications

- Need to gather parishioners soon. What kind of information sharing is best practice?
  - Suggestions:
    - Make sure parishioners at all three sites get information as close to the same time as possible.

- Confidentiality needs to be honored to ensure the timeline is consistent.
  - It is critical to honor all parishioners by respecting the needs of each worship site.
- Methods of Communication:
  - Bulletin and Pulpit announcements
  - Utilize the website
  - Invoke a variety of communication methods
  - Mailing (Keep in mind that we have a number of snowbirds/part-time parishioners.)
  - Town Hall Meetings

## V Town Hall Meetings

- We will have a Town Hall Meeting at each worship site after mass and one combined.
- Goal for initial Town Hall Meetings: To inform parishioners of current status and offer an opportunity to gather questions/input. To give parishioners an opportunity to come together to receive information beyond the initial bulletin article.
- Goal for follow-up/combined Town Hall Meeting: Answer questions and generate ideas/solutions
- Create a common presentation / common handout for each worship site meeting.
- Post presentation on the website following the meetings.
- Have a panel of committee members in addition to Father Pat, Deacon Doug, Peter, and Suzanne available at each presentation.
- All are welcome to attend whichever meeting is convenient.

### Schedule for Town Hall Meetings:

(Initial)

St. Catherine, Addison:	Saturday, March 23, 2019 at 6:30 pm
St. Stanislaus, Bradford:	Sunday, March 24, 2019 at 12:00 pm
St. Joseph, Campbell:	Sunday, March 24, 2019 at 3:00 pm

(Combined – Follow-up)

St. Joseph, Campbell	Sunday, April 7, 2019 at 1:30 pm
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## VI Next Steps

- Remember that this is a way to approach REVITALIZATION of our parish and not just a financial need.
- We need to prepare short term and long-term strategies.
- Quick emphasis with a bulletin article and pulpit announcements for:
  - Need to increase weekly donations
  - Town Hall Meeting dates
  - Need to increase mass attendance
  - CMA target obligation needs to be met. (This money is NOT used for clergy defense /legal expenses)
- Other upcoming focus points:
  - Can we get a list of parishioners that have gone inactive?
  - Can we email questions from the website?
  - How do we recruit and utilize volunteers?
  - How can we better utilize the website?
  - Can we put Mass Intentions calendar on the website? We believe this would increase attendance and increase the amount of masses with scheduled intentions. Both would have some financial and revitalization benefits. Look into the possible use of the website to schedule intention requests in the future.
  - Is a large-scale fundraiser needed to address the current fiscal crisis?

VII Next Meeting

- Committee facilitator will be Deacon Doug.
- Next Planning Council meeting will be Tuesday, March 19, 2019 at 6:30 at St. Joe's.

VIII Closing Prayer

Respectfully submitted,  
Kathy Bailey