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

**Meeting Minutes**

Thursday, July 31, 2019 – 6:30 pm

St. Joseph’s, Campbell

Members Present: Fr. Pat Connor, Deacon Doug Farwell, Peter Olausson, Suzanne Krebs, Anna Bauer, Kathy Bailey, Mark Houck, Greg Cacace, Arthur Jones

Members Absent: Kevin Krebs, Joseph Crance, Nicolette Butler, Theresa White, Roger Parulski

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

I. Welcome / Organization

* Opening Prayer – Father Pat led an opening prayer in honor of St. Ignatius of Loyola (feast day) and the souls of the victims in the recent Dansville car crashes.
* Kathy Bailey recorded minutes.

II. Questions / Thoughts / Input since last meeting

* The Rosary Society invited parishioners to attend the Our Lady of Fatima Shrine for their Polish Day celebration. Five parishioners made the trip which included Polish food, tours of the grounds/shrine, a Mass celebrated entirely in Polish, rosary recitation and procession to the Our Lady of Czestochowa statue, benediction, and dinner. The pilgrimage was reported to be a highly enjoyable day, and we’d like to see more of these opportunities for our parishioners.
* A suggested trip is to visit Father Baker’s Shrine in Lackawanna. The Rosary Society did travel there previously but did not get to see everything. With his possible canonization, this is definitely something to explore in the future.

III. Finance and Attendance update

* The committee reviewed the 2018/2019 income/expense statement, balance sheet, 2019/2020 budget, cash flow projections, and attendance documents. This was for informational purposes only as the final budget is the responsibility of the Finance Council and has not yet been finalized.
* The Annual Budget Report will be expanded this year to include more details for parishioners.
* Noted discussion included:
	+ Positive moves have created progress toward financial stability. A huge thank you to all parishioners for their contributions to help in our CMA appeal, our Parish Appeal, and increased weekly collections. Anna Bauer will draft a bulletin announcement expressing our gratitude.
	+ The Parish Appeal is still receiving contributions from between 3-15 people each week.
	+ While we’ve made progress to overcome our deficit through these efforts, the need for financial support continues. Next year’s budget has a $19,000 projected deficit despite many reductions in our budget and sharing of expenses with neighboring parishes. We will need to find ways to overcome this shortfall to continue operating as a parish. (This represents approximately $365 per week over projected collections.)
	+ We need to be very clear that we are ALL in this together. Closing a parish worship site WILL NOT save the parish, so closing a church is NOT an option. We must revitalize **all three** worship sites spiritually and financially. Increasing mass attendance and parishioner involvement are key elements.
	+ Suzanne will email Roger, Greg, and Mary at the end of August to create a subcommittee to work on the best way to summarize information and present it to the parish in the early fall.
	+ We just received our numbers for the upcoming CMA. Our target was not reduced for next year. Father Pat will file an appeal for a reduction, and we are actively working with the diocese to update records and census data used for the appeal.

IV. Update of Goals / Action Steps

* The Committee reviewed the Goals set at the previous meeting. Due to the time, this included brief updates and we will expand on these at the next meeting.
	+ Create a ministry of church greeters: Completed at St. Stan’s, still working on this at St. Joe’s and St. Catherine’s.
	+ Welcome signs/banner outside each church: In process
	+ Establish a fundraising committee: In process
	+ Stewardship campaign: Working on this. Maybe have an information table at the picnic (Art is willing to work it.) We need to fill the $19,000 projected budget gap. Bath recently did a planned giving presentation. This might be an option for us to look into.
	+ Publicity: We’ve put the masses on the WETM community calendar but need to add the Parish Picnic. We are working to get the parish calendar up and running. Jo Miller has volunteered to assist with this.
	+ Paid Advertising near Christmas: Tabled
	+ Publish Pastoral Council, Planning Committee, and Finance Council minutes: Ongoing
	+ Begin Social Media: We have started a Facebook page, but still need content and volunteers. Still looking for volunteers to create/operate Instagram presence.

V. Planning Committee Going Forward

* We must draft a letter to the diocese in October with a status report and a recommendation to the Bishop.
	+ The exact recommendations to the Bishop depend on our financial situation and attendance numbers. We will also have to look at future revenue projections and budget expense forecasts.
	+ Need to address the weekly mass attendance loss.
	+ What does the parish want to see happen?

VI. Next Meeting

* Next Planning Committee meeting will be Wednesday, September 4, 2019 at 6:30 pm at St. Joe’s.

VII. Closing

* Closing Prayer - Our Father
* Meeting closed at 8:35 pm

Respectfully submitted,

Kathy Bailey