

**St. Joan of Arc
Pastoral Council Meeting Minutes
April 27, 2015**

In Attendance: Jackie Abel, Pete Bowman, Father Burger, Tom DeAngelis, Brian Deiling, Connie Egan, Sister Eileen, Pat Mooney, John Phillippy, Martha Rupert, Father Sahd, Karen Willey

Absent: Deacon Rodrigue Mortel, Andrea Neves

Finance Council: Milton Brice, Mark Rogers

Guest: Barbara Hasson, Parish Manager

Opening Prayer & Meeting Minutes Approval

Pastoral Council opened the meeting with a prayer.

The February 23, 2015 meeting minutes have the following changes:

Buildings and Grounds/New Gymnasium Floor, P2

From: Cameras are installed ... is available.

To: Cameras will be installed ... will be available.

Buildings and Grounds/New Gymnasium Floor, P3

From: in effect at SJA.

To: for review.

School Update

From: scheduled for May 6-8, 2015

To: scheduled for May 5-8, 2015

Brian Deiling motioned to approve the minutes with the noted changes. Pat Mooney seconded the motion.

Agenda Items

Review and Approve the February 23 Meeting Minutes

More time than allocated was required to review the minutes and note the required changes. It was suggested that council members review the meeting minutes when distributed and provide input, via email, for changes/modifications prior to the next meeting. The requirements are: review and provide input, via email, within one (1) week of receipt of the meeting minutes, "reply all" when providing input, "no response" indicates approval of the latest revision. When council members approve the final revision of the minutes, the minutes would then be posted on the website.

Review and Proposed Approval of our 2015-2016 Parish Budget

Milton Brice, President of the Finance Council, distributed copies of the proposed budget. Milton reviewed the process the Finance Council used to present a "zero balance" budget employing "fair assumptions" on expenditures. Pete Bowman asked how the dollar value of the high school assessment is determined as this is the 3rd highest expenditure. It was noted that the diocese uses a ratio of "how many parish students (K-12) could potentially attend the school" to "the number of registered parishioners" to determine the dollar value assessment.

John Phillipy requested a vote for Pastoral Council approval of the 2015-2016 Parish Budget, via a “show of hands”. All Pastoral Council members present voted to approve the 2015-2016 Parish Budget.

Pastoral Council Membership Nominations

Jackie Abel distributed copies of the “Call for Nominations to Parish Pastoral Council”. This document was provided by Fr. Burger and was last published in the SJA bulletin in 2009. At the start of 2015, council experienced two (2) completed terms and two (2) resignations. Four (4) persons should be added to the current council to meet the diocesan requirement of twelve (12) members as a minimum. Brian noted that we should consider six (6) additional members as most meetings are not attended by all council members. It was also suggested that new members, as well as current members, serve terms which start/stop at different times to prevent a significant number of members completing their term at the same time. Connie Egan noted that other organizations frequently bring on new members to complete the term(s) of one who resigned. This council member could finish that term and then begin their own two (2) 3-year terms.

Jackie will revise the form per the discussion, include the updated form in the May 2/3 bulletin and upload the form to the website for online nomination submission.

Policy Needs to be Discussed and Addressed

A Naming/Memorializing request was submitted to the Finance Council. Finance Council has requested the Pastoral Council to review the working document, “Donor Recognition Policy: Naming Opportunities”. During the ensuing discussion, it became apparent that further review of such a policy is required and could not be finalized in this meeting. Jackie is to distribute the current document, via email, for further review and comment by Pastoral Council. Comments from Pastoral Council members are to be via email, using the “Pastoral Council” email address, and are due mid-May.

Barbara Hasson is receiving requests for renting parish facilities. There is no rental policy currently in place. Barbara has a proposed policy for SJA which was based on the policy in place at St. Patrick’s, Carlisle. Insurance coverage is one of the main issues for individuals/groups that are not directly “sponsored” by the parish when using parish facilities. Barbara will distribute the proposal for review by Pastoral Council.

School Update

Sister Eileen noted the addition of the “One Way” signs into and out of school parking lot and the reason for their installation.

Next Meeting

Date: Monday, August 17, 2015
Time: 6:30pm
Place: Brian Deiling residence

Date: Monday, November 9, 2015
Time: 7:00pm
Place: TBD

Fr. Sahd closed the meeting with a prayer and the Pastoral Council’s recitation of The Lord’s Prayer.