

**St. Joan of Arc Pastoral Council**

**Meeting Minutes version 1**

Prepared by Michael Milunic

7PM, Tuesday, April 4, 2017

Meeting Room C

<b>Present:</b> DeAngelis, T Deiling, B Milunic, M Phillippy, J Sheehan, D Willey, K Wright, C Yakstis, C  Fr. Sceski Fr. Arena Sr. Eileen Dr. Hasson	<b>Absent:</b> Stickler, C
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**Opening Prayer offered by Fr. Arena (7:00)**

**Status of new offices – Fr. Sceski (7:01)**

- Progress on old convent renovation is going really well. Walls have been removed. Ramp will be soon be constructed. Chapel is being designed. Upstairs offices are being worked on. Expected to be completed by beginning of June. Move to new offices over summer in time for September.

**Upcoming parishioner survey – Fr. Sceski (7:04)**

- Beginning in May parishioners (both active and inactive) will be asked to complete a survey to show what the parish is doing well and how it can improve.
- Fr. Sceski presented a letter he wrote which will be mailed to all households, inviting participation.
- The survey will inquire about aspects of the liturgy and parish life.
- The most important part of this project is to address the issues that are identified.

**Pastoral Council new membership as nominated for FY'18 – J Phillippy (7:09)**

- 5 names of potential new members were shared.
- The parish council hopes to add all 5 members.
  - Terms will be determined by lot during the first meeting of FY'18.
- J. Phillippy to reach out to each nominee and provide them details.
- J. Phillippy to supply list of current pastoral council membership and terms.

**Election of officers for FY'18 – J Phillippy (7:16)**

- Pastoral Council voted and unanimously approved officers for FY'18. All offices are 1 year terms.
  - President: K Willey
  - Vice President: C Stickler
  - Secretary: M Milunic
- Expectation of the President is to facilitate meetings and facilitate dialogue in the meeting
- Expectation of the Vice President is to fill in for the President.
  - VP may seek term as President at next nomination.

### **Stewardship and Development Summary Report – Fr. Sceski (7:22)**

- Rick Barger, sent a report of the parish finance council and the stewardship and development committee to the Pastoral Council for review
- Review of recent parish financial trends and tentative dates for the 2017-2018 budget process
- 13 parishioners will volunteer on stewardship and development committee
- Committee endorsed a 2 phased plan for Parish building projects
- Fr. Sceski will have a Master Plan crafted
  - Presentation of the Master Plan in second half of 2017 will provide a vision for the creation of a parish social hall, new school cafeteria, and additional classrooms in time for the 2020 parish centennial.
- B Deiling noted effective methods of raising funds included reaching out to all SJA alumni as well as former parishioners.
- Fr. Sceski affirmed that a social hall would be a positive addition to the parish, despite trends of lowering attendance at Holy Mass. Confirmed new school cafeteria would be available for parish use.

### **Open Discussion:**

#### **Status of SJA School – Sr. Eileen (7:50)**

- Reported the Night of Knights Gala was a marked success
- Indicated that SJA is a few shy for next year's enrollment, yet hopes to overcome that in upcoming months
- Students have excelled in regional competitions including Geography Bee, Spelling Bee, and Science Fair

#### **Full Day Kindergarten – M. Milunic (7:54)**

- Reported Derry Twp SD was working towards full day Kindergarten beginning 2018-2019 and that it might have an impact on SJA school enrollment

#### **Children's area in Church vestibule – M. Milunic**

- M. Milunic reported the space in the back of the Church was mostly utilized by many able bodied adults. It is difficult to calm a fussy child in the vestibule because of the amount of adults as well as clutter. Furthermore, the provisions for hearing and seeing Holy Mass in the vestibule are limited.
- B. Deiling emphasized that space was intended for use as a child calming area
- **Action Step:** A sign may be displayed which indicates the space is intended for small children.

#### **Handicapped Parking – M. Milunic**

- Previously, extra handicapped spaces in the rectory parking lot were reserved over the course of 2 weekends. Those spaces were utilized. M. Milunic inquired about additional handicapped parking.
- Because the handicapped entrance to the church is alongside Glen Rd, it would be preferable to reserve extra handicapped spaces in that area.
  - B. Deiling described scenarios utilizing land on the St. Lucy house property for additional spaces.
    - Paving the backyard of the St. Lucy House
    - Moving sidewalk alongside Glen Rd and building slanted parking spaces.
- Previously, on-street handicapped parking alongside the St. Lucy side of Glen Rd. was looked into by Martha Rupert.
  - **Action Step:** Have the Derry Twp PD contacted to see if it remains a possibility.

### **Closing Prayer offered by Fr. Sceski (8:10)**

#### **Next Meeting:**

- Tentatively scheduled 5/23/2017. Location TBD.