

St. Anthony's Catholic Church
Parish Pastoral Council Meeting Minutes
November 28, 2017

Attendance: Father Matt, Dan A, Mary, Becky, Betty, Jody

A. Opening prayer by Father Matt

B. Approve minutes for October- Add Jody to members in attendance- **Approved**

C. Old business

- **Fellowship of Catholic University Students** to be used as study document for the council to discuss our upcoming meetings as we prepare to enter the Alpha program together. We could break it down into three parts (Pages 1-13; Pages 14-24; and Pages 25-29) to pray over together over our next 3 meetings. Dawn already has these printed out for us, but I've also attached a copy here.



CurtisMartinWhitePaperFINAL_080317.pdf

- Homeless shelter- Light at the Inn-Dan will find out when we can attend a conference call with the city attorney and a municipal attorney for the state. We will be able to find out what barriers there are for us proceeding to be a host facility for Light at the Inn. Father Dan contacted the city president and it does not appear as we will be able to get around the zoning ordinance. Discussion included how to help the homeless in other ways. We may be able to help the other homeless shelters by donating our time. Mary and Becky are going to look into providing a community meal to help them.
- Church cleanliness – Lori and Dan A. have been cleaning carpet in sections; Sacristan area was done by Matt Johnson. The Library needs to be done- in progress; Floors need to be cleaned-Pending.
- Banners for Pillars- to be done after current paintings are completed-Mary to measure, design and get help as needed. Kathy Recla has volunteered to help. – Mary brought material to meeting with design measurements. They will be given to Kathy Recla and Lori Aderman to make the banners. –Completed 6 banners. The banners over the confessionals will be made longer. Other colors will be made. Betty donated money to make violet banners which can be used during advent and lent. Additional material will be purchased to make longer banners over the confessional. Mary will obtain the material and Kathy Recla and Lori will make the banners.
- Need replacement and new secretary, safety coordinator- Father Matt- Have vacancy put in the bulletin until filled? Move to tabled items until positions are filled.
- Goals for present year- (see attached)-majority of the goals have been accomplished or addressed. We have not succeeded at increasing our attendance. The change in Saturday mass times had the opposite effect than was expected. New goals will be set for 2018. Members discussed many possible goals. The Parish Council will participate in the Alpha Program during their Parish council meeting after the first of the year. The meeting will be held at a member's house and will consist of dinner, a 20 minute presentation and following discussion. No other goals were agreed upon and this will continue at the next meeting. There are some inventories on the Diocese Web page. Please review and bring ideas to the meeting.
- Missionary Disciples – Alpha program. Joe Tremblay will be coming to Niagara to train select representatives to start their training this year. One or two members from each group to commit to attending a November 9th meeting. It will involve meeting 11 times for about 2 hours. Dan volunteered to have the first meeting at his home. -Pending
- Raffle to help with boiler costs-Dan Decker presented information on a raffle to help with the boiler costs. Dan Aderman will help organize and parish council members will help sell ticket. Have the Fund raising committee approve. Approved
- Pasty sale- Donna Moreau and Lori Aderman are organizing a pasty sale with the proceeds to go towards the loan on the boilers. Preliminary plans are to start presales in October. They will start the prep work in the church hall on Friday, Nov. 3. Make/bake them in the hall on Nov. 4 with pick up at the hall later that day. They will be able to use some help on November 3rd and 4th. Details will be forwarded when the plan is finalized. Orders will be accepted until November 21st. \$5.00 per pasty. Cap at 500.- Sold 670 pasties
- Goals for 2018
 - Missionary Disciples- Parish Council members to complete Alpha program- A White paper on "Making Missionary Disciples" was distributed at the meeting and will be broken into 3 parts. Pages 1-13 will be read by the members before then November 28th meeting and discussion will be held. Pages 14-24 will be discussed in December and pages 25-29 will be discussed in January.
- Just a couple of more nuts & bolts things to discuss:
 - Diocesan 150 year jubilee history books to sell

	<u>Sacred Heart</u>	<u>St. Margaret</u>	<u>St. Anthony</u>	<u>Cost</u>
Ordered				
Big books ordered	15	35	85	\$30
Soft cover ordered	3	5	42	\$12
Big books free	1	4	9	0
Soft cover comics free	0	1	4	0
Costs				
Big books ordered	\$450.00	\$1,050.00	\$2,550.00	
Soft cover ordered	\$36.00	\$60.00	\$504.00	\$1.37
Shipping per book	\$25.99	\$61.55	\$191.47	\$279.00
Total owed	\$511.99	\$1,171.55	\$3,245.47	\$4,929.00
Sales numbers				<u>Total sales</u>
Big Book \$40	\$640.00	\$1,560.00	\$3,760.00	
Soft Cover \$20	\$60.00	\$120.00	\$920.00	
TOTAL	\$700.00	\$1,680.00	\$4,680.00	\$7,060.00
Big Book \$35	\$560.00	\$1,365.00	\$3,290.00	
Soft Cover \$15	\$45.00	\$90.00	\$690.00	
TOTAL	\$605.00	\$1,455.00	\$3,980.00	\$6,040.00
Big Book \$30	\$480.00	\$1,170.00	\$2,820.00	
Soft Cover \$12	\$36.00	\$72.00	\$552.00	
TOTAL	\$516.00	\$1,242.00	\$3,372.00	\$5,130.00

<u>Sales pricing</u>	<u>Each</u>	<u>2-4 books</u>	<u>5 or more</u>
Big Book	\$40.00	\$35.00	\$30.00
Soft Cover	\$20.00	\$15.00	\$12.00

- It was suggested that St. Anthony could host a craft show as a fundraiser. Last year a lady called the office and volunteered her services to coordinate a craft show in the hall. I spoke with Nada (pronounced “nay-duh”) today and this is her proposition...
Send to the fundraising committee. - Approved – Will do tentatively on the rummage sale weekend
- Christmas Eve mass will be held at 4:00 PM. There will be no 10:00 AM mass on Christmas day at St. Anthony’s. There will be a 9AM mass at St. Margaret’s on Christmas day.

D. New business

- Pages 1-13 Curtis Mathis White Paper was discussed at the meeting. The three habits of Divine intimacy, authentic friendship, and clarity and conviction about spiritual multiplication as described by the Fellowship of Catholic University Students (FOCUS) were discussed by the members and how we could incorporate them into our parish lives.
- Parish trustee instructions http://bulkmail.gbdioc.org/wp-content/uploads/2017/11/ParishPlanPastorsServices_ParishTrusteeInstructions.pdf
 - Defer to next meeting
- Parish Trustee Letter http://bulkmail.gbdioc.org/wp-content/uploads/2017/11/ParishPlanPastorsServices_Trustee_Instruction_Letter.pdf
 - Defer to next meeting

E. Tabled items

1. Upgrade Confessionals – Dan
2. Carpet repair in church- when carpet replaced in office area
3. Break down of jobs for cleaning the church- ask for volunteers to organize this- what was the past practice – who was doing this before – Table this item until someone would like to volunteer to do this
4. Book shelves for back of church- Dan
5. Curtains for church hall – table until arrangements can be made to meet with Steve Roehl’s staff member.
- 6.

F. Next Meeting: December 12th at 5:30

G. Closing Prayer: Father Matt

Parish Council Goals 2017

1. Increase Attendance 10%
 - a. Change Mass times
 - i. Set baseline to monitor- Use quarterly data from each quarter to compare
 - ii. Monitor quarterly- The second quarter showed a negligible increase (4) in the average amount of people over last quarter and a decrease of 36 people over last year. This has been the case since the change in times for Saturday from 4PM to 6PM. We do not have a number of people from St. Anthony's that are attending St. Margaret's at 4PM. The third quarter saw a decrease of about 20 people per week. It is believed that the construction in front of the church and decreased accessibility were partially responsible.
 - iii. Review February 2018
 - iv. White Paper – Making Missionary Disciples- discussion ongoing
 - v. Missionary Disciples – Alpha program – to be completed in 2018
 - b. A group has been formed and will meet on Tuesday nights. – ongoing
 - c.
2. Make our church more appealing
 - a. Banners on Walls- banners are completed
 - b. Cleanliness- clean carpets- ongoing- library, sacristy remains to be done
 - c. Terrazzo floor to be cleaned
 - d. Repair end tables- completed January 2017
 - e. New book shelves for entrances- Dan A to work on
 - f. Swags/banner on pillars- Kathy Recla has volunteered to sew banners. Mary to contact her if help is needed. 1st set completed -
- On going Material and plans submitted- discuss future plans- sets of different colors, sets of 12 instead of 6
 - g. Clean Choir Area – Out large TV in bulletin to be given away. (Dan A.) – Dawn to put information in bulleting to give large TV away. - Done
 - h.
3. Increase revenue with church hall events-collaborate with Knights of Columbus
 - a. Texas Hold'em Tournament January 14- completed
 - b. First Lentin Fish Fry - March 3-completed
 - c. Fish and Chip Fish Fry- March 17-completed
 - d. Cribbage Tournament - March 25-completed
 - e. Smelt Fish Fry- March 31-completed
 - f. Final Lentin Fish Fry- April 7-completed
 - g. Trifold Brochure for advertising the hall- Lori Aderman- completed
 - h.
4. Recognize volunteers for their contributions
 - a. Pot Luck Meal February 26,2017 – Dawn and her family provided the meal- completed
 - b. Knights of Columbus Fish Fries-Pending
 - c. Thank you notes recognizing efforts and/or recognition in bulletin or at church- ongoing –see minutes
 - d. Recognize volunteers at church during mass- done
 - e.
5. Work with Father Matt to review Mass for possible improvements
 - a. Reading from St James version of the bible to be used Christmas eve
 - b.
6. Homeless Shelter- 2017 involvement
 - a. Obtain information on program from Toni Garvaglia and/or Jay Goodreau
 - i. Dan A. to call Jay Goodreau and involve Father Matt – possible that we will have to attend City of Niagara board meeting to get specifics of zoning ordinance. Jay has provided policy and procedures.
 - ii. Father Matt has talked to Mr. Bousley and there will be a meeting with the city attorney and state municipal attorney to get information on zoning ordinance- pending
 - b. Obtain information from Diocese on legal issues
 - c. Obtain information from City Council on zoning that prevents us from being involved
 - d. Find coordinators if we can participate
 - e. Find other ways of being involved if we cannot participate- Volunteer pool, financially?
 - f.
7. Increased communication
 - a. Minutes on the Website- talk with Dawn
 - b. More cooperation/collaboration with St. Margaret, St. Mary, and Sacred Heart
 - i. Invited to volunteer appreciation program- done
 - ii. Picnic- invite other parishes to our picnic- done
 - iii. Discussions with other parishes on Mass times-done
 - iv. Revised heading of bulletin to include St. Margaret and Sacred Heart information

Parish Council Goals 2018

8. Increase Attendance 10%
 - a. Change Mass times
 - i. Set baseline to monitor- Use quarterly data from each quarter to compare
 - ii. Monitor quarterly-
 - iii. Review January 2019
 - iv.
 - b. Missionary Disciples – Alpha program – to be completed in 2018
 - c. Missionary Disciples – White Paper – to be review and discussed at Parish Council Meetings
 - d.

9. Make our church more appealing
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 - c. Terrazzo floor to be cleaned
 - d. New book shelves for entrances- Dan A to work on
 - e. Swags/banner on pillars- Kathy Recla has volunteered to sew banners. Mary to contact her if help is need after the banners are completed.-1st set completed - On going for additional sets
 - f.

10. Increase revenue with church hall events-collaborate with Knights of Columbus
 - a. Texas Hold'em Tournament J
 - b. First Lentin Fish Fry -
 - c. Cribbage Tournament -
 - d. Final Lentin Fish Fry-
 - e. Deer Hunter meal to be held the Friday before deer season
 - f.

11. Increase revenue/decrease loan balance for boilers through the fund raising committee

12. Focus on Discipleship- Growing in Discipleship principle
 - a.

13. Work with Father Matt to review Mass for possible improvements
 - a. Christmas – use King Luke Version

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 - ii. Father Matt has talked to Mr. Bousley and there will be a meeting with the city attorney and state municipal attorney to get information on zoning ordinance- pending
 - b. Obtain information from Diocese on legal issues
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 - d. Find coordinators if we can participate
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15. Increased communication
 - a. Minutes on the Website-
 - b. More cooperation/collaboration with St. Margaret, St. Mary, and Sacred Heart
 - c.