

St. Francis of Assisi Catholic Church
Monthly Parish Pastoral Council Meeting Minutes
Wednesday, October 12, 2011



- I. rCall to order – 7:00PM** Brad Grimes called to order the regular meeting of the Monthly Parish Pastoral Council Meeting at 07:00 PM on Wednesday, October 12, 2011 in San Damiano Room of St. Francis of Assisi Catholic Church.
- II. Opening Prayer – 7:01PM** Tony Silvestro opened the meeting with prayer.
- III. Roll Call – 7:03PM** Patsy Jimenez performed roll call. Fr Larry, Fr Vincent, Karen Sarnacki, Elizabeth McCarthy, Gena French, Maria Fe Sala, Gary Hecht, Steve Hulsey, and Rachel Lam were not in attendance all other council members were in attendance.

2011 Attendee List		October
1	Fr. Larry	Excused
2	Fr. Vincent	Excused
3	Irene Baldaras	Present
4	Luis Feliciano	Present
5	Gena French	Excused
6	Carlo Flores	Present
7	Francisco Gomez	Present
8	Brad Grimes	Present
9	Gary Hecht	Excused
10	Steve Hulsey	Absent
11	Patsy Jimenez	Present
12	Geralyn Kaminsky	Present

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13	Rachel Lam	Absent
14	Ken LaPlante	Present
15	Elizabeth McCarthy	Excused
16	Maria-Fe Sala	Excused
17	Karen Sarnacki	Excused
18	Donna Schmittler	Present
19	Tony Silvestro	Present
20	Brian Steele	Present

IV. Approval of minutes from last meeting

Brad Grimes request to Parish Council to approve the August minutes. Carlos Motioned to approve, Tony Silvestro 2nd the motion. The minutes were approved by all members with the following change submitted by Tony Silvestro, replace “ushers” on page 2 – bullet 4 to liturgy.

V. Old business – 07:03PM

1. 7:03PM - Guest Speakers: Raymond Dimas and Melisa Manejot joined parish council to provide AMDCD update. Successful event: over 450 volunteers – increase of 150 over last year, 22 cultural tents were represented in addition to tent for the Roman Missal. Meal Sponsor provided 2100 meals and all expressed interest to return next year. Additionally, 250 meals were donated to St Vincent de Paul. All proceeds were donated to St. Francis Building Fund minus funds provided to youth rally which will take place in January. Melissa volunteered to takeover as President of AMDCD in 2012. Special thanks to the boys scouts for their assistance.
2. 7:04PM -Membership Update: Brad Grimes announced Gary Hecht has resigned his position in order to devote his time to St Vincent de Paul.
3. 7:15PM - Building & Capital Campaign Update: No updates as Steve Hulsey was not present to provide an update.
4. 7:16PM - Liturgy Commission updates: Tony Silvestro said the Liturgy updates based on the Spirituality feedback is ongoing; Fr Larry has begun the process of providing mini education in his homily. Additionally, translation of the Missal will begin as another education process. Possibility of working on a video on how to receive host, Brian Steele added how walking through how to receive the host would be meaningful.

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Ken LaPlante expressed concern the Spiritual Feedback should be close out. Father Larry will provide the parish with an updated status on what action(s) were taken since the Spirituality Feedback was elicited. Ken LaPlante suggestion for parish council to work on adding quarterly updates in the bulletin as a means to provide visibility on spirituality feedback. Ken suggested utilizing other resources for information distribution such as quarterly newsletter, e-news, flocknotes. Luis added bulletin boards as another means of communication. Geralyn added the communication should be an overall organized view of what the Parish Council is working on. Carlos Flores commented how distributing Parish Council news will provide visibility for the Parish Council. Brian Steele asked administratively, how would communication be managed and what should the process be disseminating communication by Parish Council. Ken LaPlante will put a tactical and strategic plan to present to Parish Council for approval; Patsy will assist in preparing communication for distribution and will work with Parish Council Liaison – Tracy Brown.

Francisco Gomez asked whether the pulpit education would be a recurring event, Tony responded it would be one time or periodically.

Tony discussed mass attire and how the lectors have adopted formal dress code. Brad Grimes added the Parish Council should be an example to Parish.

5. 7:49PM - Welcoming Committee updates: Parish Council to hold updates until next month as Elizabeth McCarthy is not present.
6. 7:50PM - FAQ List: Patsy provided updates on FAQ assignment – electronically distributed documents which outlined the process. Ken LaPlante asked how the risk regarding outdated information will be mitigated. Patsy mentioned the ongoing process will address a mitigation plan for the risk; however the ongoing process has not yet been finalized or discussed. November Meeting Parish council will have an open discussion and review the FAQ for approval before handing over to Nathan. Tony suggested other ways to receive FAQ.
7. 8:03PM – Other Updates: Parish Council had no other updates.

VI. New business – 08:05PM

1. 8:05PM - PC Member Appreciation: Ken LaPlante passed 2 samples (framed letter and framed certificate). Parish Council agreed to propose framed Letter, Rosary, and a Thank you card and to present to Parish Council members who fulfilled full term.
2. 8:15PM - Parish Council Staff Liaison: Brad Grimes mentioned Father Larry was contemplating adding someone from his staff namely Tracy Brown to Parish Council.
3. 8:16PM - By Laws update: Brian will redistribute the updates to parish council, completing sometime between today (October 12, 2011) and February. Additional discussion about open PC positions, Brad Grimes again mentioned the vice chair is open. He will review what the by laws state regarding process and look into what the balance of Gary's term is.

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- VII. Adjournment - 08:20PM** Carlos Flores motioned to adjourn, Luis Feliciano 2nd the motion.
- VIII. Closing Prayer 08:21 PM** Tony Silvestro closed the meeting with prayer.

Minutes submitted by: Patsy Jimenez

Minutes approved by: Parish Council on Wednesday November 9. 2011.