

## St. Lucy Pastoral Council Meeting

*Minutes 9/26/2013*

1. Christy Masleid called to order the meeting of the Pastoral Council at 8:55 pm.  
Brian Brennan opened the meeting with a prayer.  
The following persons were present: Fr. Kevin, Fr. Steve, Mike Wentz, Christy Masleid, Jim Miller, Bob Doherty, Brian Brennan
2. **Budget Update:** Bob Dougherty, Finance Council Chair, reported on the Budget Performance for July and August of the first quarter of the fiscal year. There were a number of anticipated paid expenses, already calculated into the fiscal year, that were paid during the first quarter. Additionally, there were a number of planned expenses held over from last year that leaked into this year, raising our total expenses for July and August above planned levels. As we progress through the year, the effect of these expenses occurring in July and August will be minimized as there are few major expenses past October. July/August expenses included: down payment of the outside church sign, outdoor lighting improvements, new office computers, and improvements to two of the rectory apartments.
3. **Finance Council:** Bob D.
  - Bob reported that the Finance Council is working on a set of reports to be published monthly in the bulletin to provide the parish with ongoing information on the financial health of the parish.
  - The reports will be derived from the actual parish accounts and the Finance Council will construct a narrative to explain the data for the parish.
  - Bob will have Annual Report for the last fiscal year ready by 2<sup>nd</sup> weekend of October. The Pastoral Council will review the report at the October Pastoral Council meetings and Bob will present a summary report at all masses the last weekend of October.
  - Bob did not have the prior year's report; Christy stated she would like to see that report.
  - Annual Report will be on website.
4. **ADA Summary:** Christy Masleid  
Letters will be mailed to parishioners who have not completed their pledges.
5. **Leadership Training** Nov. 14<sup>th</sup> 7-9 pm – Christy M.
  - Sue Smith of Effective Training will lead the training. Christy asked members to encourage their Commission co-chairs to attend.
  - It was asked if training will be bilingual. Mike W. intends to offer Spanish translator. Christy will follow-up with Irma for equipment.
  - Christy explained the reason of having a *Theme* for the training is to help stay focused.
  - After some discussion, all agreed the theme for the training is *Becoming Intentional Disciples*. New theme will follow liturgical year ending June, 2014.

- Fr. Kevin stated the theme, *Becoming Intentional Disciples*, is implementing St. Lucy's Mission Statement – having a relationship with Jesus Christ by becoming intentional disciples.

6. **Update School Campus/Church Safety** – Mike W:

- School: In consideration of the safety of the students, the school has a new front door with thick glass, a buzzer system and an improved lighting system at the school entrance.
- Outdoor Lighting: The teacher's parking lot area needs better lighting and it is prohibitive to install light poles so the school is working with the owner of the dental building to allow us to place lights on the back of their building. New lighting is scheduled to be installed under and around the solar panels to illuminate the parking area behind the church. New tamper-proof lights were installed around the perimeter of the church and new lighting was added to the front of the church.
- Fence: The two week installation of a perimeter fence to protect the rear entrance of the school is scheduled after the Fun Feast – October 15th. The school and parish collaborated to design the fence to best accommodate school, parish and FunFest needs.
- Mike Wentz, in response to Jim Miller's concern of people jumping over the fence by the VTA station, will send a letter to the City Council of Campbell to ask their assistance to upgrade the fence adjacent to the church parking lot.
- Sacristy: An electronic lock was installed on the safe in the sacristy and the collection money will be kept in the safe. The sacred vessels are scheduled to be moved out of the safe and into a secure closet once the closet can be constructed.

7. **Ministry Mingle** is scheduled for October 19<sup>th</sup> in the gym – 6:30pm to 9pm.

8. **Group photo** of the Pastoral Council members in attendance was taken at the end of the meeting.

9. **Next Meeting:** Fr. Kevin will set the tone for the Pastoral Council in regards to the theme, *Becoming Intentional Disciples*, and have leaders present the theme to their Commissions.

10. **Adjournment:**

Meeting was adjourned at 10 pm with a closing prayer.

Minutes submitted by: Yvonne Franco