

## *PARISH COUNCIL MINUTES*

*CHURCH of the HOLY SPIRIT, EAST GREENBUSH, NY*

*February 26, 2015*

*Presiding:* Father Joe O'Brien

*Attending:* Rocco Acquilano, Cathy Bellisario, Nick Bruno, Deacon Bill Dringus, Karen La Frank, Brian Murphy, Kevin Haggerty and Fr. Joe O'Brien.

*Absent:* Mike Piatek, Paul Wos and trustees Cathy Bruno and Rick Hannmann.

**CALL TO ORDER** The meeting was called to order at 6:50PM. Fr. Joe began with an opening prayer. Minutes of the January 15, 2015 meeting were reviewed. A motion was made and seconded to accept the minutes. The motion was approved.

**OLD BUSINESS** None.

**NEW BUSINESS**

- **Status of Open Positions**
  - The position of Sacramental Preparation. The search committee interview three candidates for this position. All the candidates were very qualified. The position was offered to Marie Frost who has accepted. Marie started on February 1<sup>st</sup> 2015.
  - There was one applicant for the Parish Life position and the committee decided not to proceed with this candidate. They will advertise for the Parish Life position again in February and look at other ideas in hopes of finding more candidates who will apply for this position. Before advertising again, Fr. O'Brien will speak with diocesan officials, seeking advice on reaching potential applicants.
  - Our Search Committee consists of Maria Collins, Kevin Haggerty, Tracey Penk-Masucci, Kathy Rosenbaum, Darlene Walzer and our two Parish Trustees, Cathy Bruno and Rick Hannmann.
- **Facilities Planning/Master Plan update**
  - The fund raising committee has now contacted all members of the parish and has sent letters to the school families who are not parishioners. The committee expects to complete the fund raising by end of March with some spill over into early April. The full FPC will be meeting on Tuesday March 31<sup>st</sup> to discuss the result of the fund raising campaign and start discussion on how we should proceed. To date we have received 160 pledges and raised \$ 300,000. This number is much less than anticipated when we started the campaign. It is

expected that we may raise \$350,000. This along with school and parish savings we may have around \$ 650,000 to use.

- Local Catholic Community

- We had a brief conversation about hosting a visit from Bishop Scharfenberger. It was thought that we should wait until better weather to host a parish visit. A visit on a Sunday would be best, making it possible for the Bishop to meet /interact with our parishioners. A weekday school visit could be held at a different time/a weekday.

Financial Report

- Father passed out the parish financial statement for period ending 12/2014. It was noted that income and expenses were both down. The decrease in income may be attributed to the fund raising for Spirit Hall and the decrease in expenses are attributed to the reduce staff. Bill Dringus asked about the \$ 47,334 in fund raising funds and if any of these dollars were also in last year statement. Father responded that \$2,000 to \$3,000 was collected prior to July 1, 2014.
- The following items are a carryover from previous months and remain so the PC can continue to monitor the progress of these items:
  - Fr. O'Brien met with Bernie Rizzo in early January to discuss the Finance Committee's question on how to best report gifts and pledge payments associated with the Capital Campaign. The committee and Bernie agreed that these funds should be reported as a revenue line on the balance sheet, much in the same manner as the Bishop's Appeal funds are recorded. That is, these funds should not be recorded as current income.
  - The Bishop's Appeal has raised about \$54,000 to date. This year's assessment is \$62,700. Father will continue to use a low key approach to this program for remainder of year.
  - Father to meet with the Finance Committee with the council's recommendation that we follow the advice Dave Wojeski offers and see how they would like to proceed.

- School Report.

- Mike Piatek was unable to attend this month's meeting.
- School held an open house on February 17, 2015. They had 15 families attend with 5 families signing their children up for the next school year. The next open house is scheduled for the evening of March 26, 2015.
- Current enrollment for grades K-8 is 122 students which is down from last year by 20 children. Pre-K enrollment is up by nearly 30 children compared with last year.
- Mike is looking at the tuition program for next year to be sure all new families get on the payment plan at the start of the year. This year, he discovered that

8 families who were not paying, and after researching found that the computer program did not activate the new families so they were not receiving monthly invoices; after discussion with the families 7 families have started making payments and one family left the school.

- Cathy Bellisario suggested that Mike may want to consider marketing the early childhood program, she thinks that Holy Spirit is the only program in the area that runs 5 days a week.
- The six month financial statement for the school was passed out. Since Mike Piatek was unable to attend there was not much discussion on this topic. It was noted that savings are down and the school has a deficit for the first six months. Father Joe responded that the deficit has to do with a cash flow timing issue, the school has not received monies from the state nor from the PSA are that have been budgeted for. The school expects to receive the monies in the spring and expects to have a small surplus at year end.
- Mike Piatek expects to start getting the monthly reports again that were being issued previously by Bernie and will forward them to the parish council.
- Mike Piatek has met with Kevin Haggerty to discuss repairing leaks in the middle school roof. They are looking at quotes and evaluating the approaches being recommended by roofing contractors.
- LIFT
  - Again as last month the weather had caused the cancellation of the February's Monday and Sunday sessions, only the Wednesday session was held. The next LIFT gatherings will begin on Monday, March 16<sup>th</sup>, 18 and 22<sup>nd</sup>. The theme is "One Holy and Apostolic Church." This year's LIFT theme centers on the Creed: We Remember, We Celebrate, and We Believe. The LIFT year will end with a Stewardship Day on Saturday, May 30, 2015.
- Our March Parish Pastoral Council meeting
  - There is a conflict on March 26<sup>th</sup>... the Chrism Mass is being held at the Cathedral on the day of our next regular meeting. Father Joe asked if we could move the meeting up one day to Wednesday. All agreed. No changes are anticipated for our remaining meeting schedule: (the third Thursdays of the month) April 16<sup>th</sup>; May 21<sup>st</sup>; June 18<sup>th</sup>; no meetings are scheduled for July and August.

#### Closing

- Father Joe closed with a prayer at 8:00PM.
- Our next meeting is Wednesday, March 25, 2015 at 6:45PM.