

*PARISH COUNCIL MINUTES*  
*CHURCH of the HOLY SPIRIT, EAST GREENBUSH, NY*  
*October 16, 2014*

*Presiding:* Father Joe O'Brien

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

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

CALL TO ORDER. The meeting was called to order at 6:55PM. Fr. Joe began with an opening prayer. Minutes of the September 18<sup>th</sup>, 2014 meeting were reviewed. A motion was made by Deacon Bill Dringus and seconded by Rocco Acquilano to accept the minutes with the following correction: The September minutes indicate that Rocco Acquilano was both present and absent, he was present for the September 18<sup>th</sup> meeting. Approved.

OLD BUSINESS. NONE.

NEW BUSINESS.

- Personnel.
  - Kathy Rosenbaum discerned that she would not return after her sabbatical and has resigned her position effective September 30, 2014. Fr Joe thanked her for service to the parish over the years. We will seek to fill this position.
  - Parish Music Minister. The committee has five narrowed their search to five candidates. They have scheduled follow up interviews and hope to make an offer and hire a new choir director by end of October.
  - Sacramental Prep Coordinator. This position remains open. Originally Fr had appointed Tracey Penk-Masucci to the position, adding the Sacramental Preparation responsibilities to her position. After two weeks, Tracey asked to be returned to her former position. Father will seek input from Tracey and Maris before seeking a new candidate for this position.
  - Parish Council members: A) there is one opening for a high School student, Father is discussing this position with several candidates. B) Paul Wos is being treated for a recurring cancer problem. He has asked that we keep him in our prayers. Father Joe will talk to Al white about his continuing on the PC and also talk to Betty about rejoining the council
- Parish Pastoral By-laws.

- Nick Bruno presented a final draft of the by-laws for review. The by-laws were discussed briefly, Father thanked Nick and Paul for their time spent to research and write the by-laws. By laws were voted on and unanimously approved.
- Facilities Planning/Master Plan update.
  - The Diocese has accepted our Phase 4 submittal with only Phase 5 remaining to be submitted. Paul Mays is holding off on completing Phase 5. In conversations between Father and Paul Mays, Phase 5 report is not submitted until we have an actual project and cost estimate for what we plan to build. Therefore, Paul is waiting to see how our fund raising progresses until preparing and submitting this last phase of the report. The fund raising committee has completed the quiet phase of this program. The committee was hoping to see about 100 people, however due to summer conflicts, they saw about 60 people. They had hoped to see 100 people and raised \$200,000. They received 40 gifts and pledges totaling \$117,000. The overall response from the people they talked to was positive, thus the committee felt this phase of the plan was successful. The committee is now in the second phase of this campaign. They have identified 400 families and have about 18 volunteers who contact these people personally and will either drop off or mail out packets after they make an initial phone contact. It is expected that this phase will be complete by early January. The fund raising committee is still seeking volunteers that will help with this phase of fund raising.
- Financial Reporting.
  - Father passed out the short version of the 9/30/14 monthly statement for the parish. Expenses were down \$7,400 and income was also down \$1,300 from same period as last year.
  - School report was not available for this month's meeting.
  - The Bishop's Appeal has raised about \$53,000 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. From recent conversations with diocese personnel was advised not to be overly concerned with reaching 100% of our goal as we are taking on a capital campaign.
  - Father will meet with the Finance Committee with the council recommendation that we follow Dave Wojeski advice and see how they would like to proceed.
  - Father mentioned that both he and Mike Piatek will be meeting with Bernie Rizzo, our accountant, to discuss the monthly report to see if a few more line items can be added to help make the report more informative
- Local Catholic Community.
  - No new items.
- School Report.
  - Mike Piatek was unable to attend this month's meeting.

- School held an open house and had a great turn out.
- School finished the renovation of the school's library and computer lab. They installed new carpet, painted the walls, relocated the computer lab to where the book stacks were. Stacks were removed, new portable books racks are now being used. New tables and chairs were purchased. The new layout and renovation project has received good reviews from all.
- Immediate short term plans include installing a monitor that will allow webinars and distance learning.
- Note from the September 18th meeting: The council briefly discussed the income and expense accounts as to why some had major swings. Father could explain some such as salaries but was unable to explain others. The council was glad to see that the school's financial position improve and acknowledge Mike's hard work in making this happen.
- LIFT.
  - The next LIFT year will begin on Monday November 17, 2014. The LIFT theme for the year will be the Creed: we remember, we celebrate, we believe. The LIFT year will end with Stewardship Day in late May 2015.
- Future meetings. The following is a list for this year's meetings:
  - All meetings are on Thursday. October 16; November 20<sup>th</sup>; December no meeting; January 15<sup>th</sup>; February 18<sup>th</sup>; March 18<sup>th</sup>; April 16<sup>th</sup>; May 21<sup>st</sup>; June 18<sup>th</sup>; July and August no meetings.

#### Closing

- Father Joe closed with a prayer at 9:05PM.
- Our next meeting is Thursday, October 16, 2014 at 6:45PM.