

*PARISH PASTORAL COUNCIL MINUTES*  
*Parish Pastoral Council Meeting Minutes*  
*Church of the Holy Spirit, East Greenbush, NY*  
*December 9, 2015 at 6:45<sub>PM</sub>*

*Presiding:* Fr Joe O'Brien. *In Attendance:* Rocco Acquilano, Cathy Bellisario, Nick Bruno, Deacon Bill Dringus, Kevin Haggerty, Matt Heitker, Karen LaFrank, Frank Putallaz and Joseph Slichko.

*Absent:* Cathy Bruno and Rick Hannmann.

#### CALL TO ORDER

Opening Prayer was led by Fr. Joe O'Brien at 6:50 pm.

Pastoral Council minutes from the November 11<sup>th</sup> meeting were reviewed. Rocco Acquilano made a motion to accept the minutes as written. Frank Putallaz seconded the motion. The Council passed the motion.

#### OLD BUSINESS

At our November meeting Deacon Bill Dringus questioned whether or not it was appropriate for Eddie Trevino to serve on the Parish Pastoral Council as he was a paid employee of the parish. The By-laws were consulted and there is language that precludes parish staff members from serving. There is language to include the pastor, deacon and school principal as council members. After some discussion it was determined that Eddie Trevino could attend as an observer and he could be delegated to take meeting minutes.

Holy Spirit parishioners are welcome to all parish meetings. If a parishioner wishes to make a presentation or to address the Parish Pastoral Council they should contact the pastor at least 24 hours in advance of the meeting so this can be added to the agenda.

#### PARISH STAFF UPDATES

Laura Countryman accepted Fr. Joe's offer to join our Holy Spirit parish staff as our Pastoral Associate for Lifelong Faith Formation. Laura has served the Our Lady of Fatima parish in Delanson as a member of their intergenerational faith sharing team for 13 years; she had been part of their faith formation team since 1996. She will start on December 10<sup>th</sup> and be introduced at our staff meeting. With our staff opening filled, we will prepare for our January LIFT gathering. Laura's first responsibility will be to work with our team on January LIFT.

Bernie Rizzo has announced his retirement effective March 15, 2016. Bernie and Pat, his wife, are retiring and moving to North Carolina. Fr. Joe shared this with the Parish Finance Committee at their November meeting; the committee is considering different

ideas and plans for Bernie's successor. The Local Catholic Community leaders (pastors and parish life director) have been discussing that one person should be hired to serve the LCC parishes financial needs. They will discuss this the weeks to come; there are details to work out with pros and cons to consider. Fr. Joe and principal Joe Slichko will keep our Finance committees, Pastoral Council and School Board informed of the process.

#### HOLY SPIRIT COMMUNITY BUILDING PROJECT

Kevin Haggerty, the chair of our Facilities Planning Committee, offered a report to Council members on the status of different parts of our project:

Lighting upgrades in the church are nearly complete. Additional track lighting over the folding chairs in the area next to the sanctuary (where Mary Brown had played the organ) will be installed to balance the light and do away with shadows. There is a need to install new cover plates over the dimmers in the storage room off the children's room.

A new sound system is being installed now and should be ready for Christmas. Painting will begin in the church in mid-January with carpet replacement to follow.

Some miscellaneous items to be completed include:

Repair the glass door by the children's room. Rework the wooden planter box next to the altar to allow more space in the sanctuary. Move the handrails on the steps to the altar. Repair exterior handrail on stairs leading out of children's room. Rework doors at narthex and open up wall at confessional to allow more space and better movement.

Items still pending:

Stations of the Cross - We are looking to have to existing stations cleaned and painted or replaced with new ones. Deacon Bill Dringus will ask some parishioners who are artists if they would be interested in this and did they think the stations cold be cleaned and painted. Fr. Joe will call the diocese to see if they have any stations available from churches that have been closed and he will call O'Connor's Religious Goods to see what new stations would look like and what they would cost.

Stained glass windows - Butler Rowland Mays will give us the names of other companies that repair stained glass windows and cold be approached to give us quotes on repairing our windows. At this time the windows are not included in our work program.

HVAC - The Committee will solicit proposals from three or four contractors to replace the current system with a more efficient system. This is in the current work program.

Other items that have been discussed but are not included in the current work program: New hanging banners, new chairs for the children's room and new exterior light fixtures. There may be a benefactor to offer some support for the banners.

The Committee will be sending out letters to all who have made pledges updating them on their pledge balances. We will send out reminders on a regular basis based on the frequency selected for making pledge payments. This letter will go out in early February.

#### LIFT PROGRAM

With Laura Countryman starting on December 10<sup>th</sup> LIFT will resume with the January gatherings on Monday, January 4<sup>th</sup> and Sunday, January 10<sup>th</sup>. January's topic will be the Eucharist.

#### HOLY SPIRIT SCHOOL REPORT

Working with Bernie Rizzo, Joe Slichko has reconstructed the budget that was prepared by his predecessor to connect in a more detailed way school income with current enrollment and expenses with current staffing levels and school operations. The current budget is on track with a break-even result at the end of the fiscal year.

Joe has reinstituted a School Finance Committee that will work with the Parish Finance Committee. Joe will engage the Finance Committee and the School Board when preparing future school budgets. Joe will involve our pastor in this process.

#### CLOSING PRAYER

The meeting concluded at 8:30 pm with prayer led by Fr. Joe.

Our next meeting is scheduled for Wednesday, January 13<sup>th</sup> at 6:45 pm.