

JUNE 2020 PASTORAL PARISH COUNCIL MINUTES

Members Present: Father Frank, Lawton Blandford, Julie Andrews, Colleen Sutton, Clare Charzewski, Robert Dills, Robbie Doran, Matt Gibbons, Scott Phillips, and Juan Saiz

Members Absent: Therese Eze, Jerry Gardner, Maggie Helton, and John Russell

1. Opening Prayer – Lawton Blandford

2. Minutes – Colleen Sutton

May 2020 Parish Pastoral Council minutes were reviewed and approved by the council.

3. 2019-2020 FY Finance Council Report – Charlie Boyd

Key Results:

- a. Through the first eleven months of the 19-20 FY, offertory has increased by 3.6% compared to the same time last year. Our success is the result of a significant increase in E-Give (85.7% greater than last year). The increase in E-Give is a result of a concerted effort to encourage the use of E-Give both from Father Frank before each Mass (on our Live Stream) and with weekly bulletin announcements encouraging participation.
- b. Expense management by our church staff continues to be a strength. Through 06/12/2020, expenses are at 88% of our annual budget, resulting in a surplus of \$43,353.
- c. Through 06/08/2020, gifts and pledges to our DSA Campaign total \$79,940 versus our goal of \$100,920 (for a shortfall of \$20,980). To date, 251 families have participated.
- d. We presently have \$136,274 in cash and savings. Our mortgage is for \$800,000 at 3% for 15 years (\$5,525 per month).
- e. The number of registered families has increased by approximately 4% per year since 2016 (from 1064 to 1232 families).

Action Plan Overview:

With the completion of our new church, Queen of The Apostles faces new and different financial challenges. In addition to our normal operating expenses, we will have a mortgage debt of approximately \$800,000 along with additional operating expenses for our new church. Also, most of our savings has been depleted, leaving limited cash for unexpected maintenance or other emergency expenses. The purpose of this plan is to establish guidelines / goals to manage these challenges and to ensure an adequate cash position to pay our expenses. Here are the current 8 goals, with a Lead person assigned to each goal.

1. Current Liquidity	Joe Lynn
2. Operating Reserves	Joe Lynn
3. Mortgage Fund	Deacon Zeke
4. Capital Fund for Plant, Property and Equipment	Patrick Larkin
5. Stewardship Campaign	Deacon Zeke
6. Balanced Budget	Charlie Boyd
7. Renovate Saint Katharine Drexel Hall	Charlie Boyd
8. Pay down the Mortgage Campaign	Deacon Zeke

Estimated Income Loss due to Covid-19 Assumption:

- a. For both 2019 and 2020, offertory was compared starting in the second weekend of March through the end of April. There was one more weekend in 2019 than 2020. For this reason, the calculation is based on the difference between weekly averages for 2019 verses 2020.
- b. The total loss was based on the Average Weekend Loss x 16 Weekends for 03/14/2020 through 06/30/2020.
- c. Offertory for March through May of this year totaled \$220,274 verses our budget of \$239,500. This showed a loss of \$19,114 compared to our budget.
- d. Offertory is assumed to return to expected levels in July 2020.

4. Stewardship Report – Father Frank

At the end of May, parishioners received a mailing with information about our Stewardship Campaign for 2020. They are asked to prayerfully consider their response and mail it to the church. To date, we have received a handful (40+) of responses. Another mailing will be sent out soon. Examples of the commitment card are posted in the weekly bulletin.

5. COVID-19 Update – Father Frank

- a. Live Streaming numbers are still up. There maybe a drop during the vacation months of July and August. In-person attendance is low under our current attendance protocol of 98 individuals allowed at weekend Masses and 22 for weekday Mass.
- b. Outreach programs are continuing to our shut-ins and others in need.
- c. Staff is doing an amazing job of keeping things operational.

6. Program Strategies for Summer & Autumn Faith Formation – Father Frank

- a. Vacation Bible School currently has 60 children registered and will be in a Virtual setting. Debbie and her staff have already forwarded necessary supplies to those registered children's families.
- b. Summer Faith Formation is scheduled for July. Currently, it is planned to be in-person. Logistical needs have been scoped out. There is a Virtual back-up plan in place. Registration has begun.
- c. MAK Family Life Center will be receiving a new coat of paint. The conference room is set up and the Education Building up grades have been completed.
- d. It will be August before First Eucharist and Confirmation Sacraments can be completed.
- e. Unfortunately, we are currently not able to hold the Sacrament of Baptism during Mass.
- f. Phase III of COVID-19 protocols will probably not change our current situation. We might be able to start up some small meetings. Only the future can tell.

7. Young person on Parish Pastoral Council – All

We all have been tasked to reach out to one of our young (25 or younger) and single parishioners to participate as a member of our Council.

8. Father Frank's Farewell – All

Chrissy Glisson has arranged for a social distancing celebration. A drive-by parade will take place on the parish grounds on Sunday, July 19th from 1:00pm – 2:30pm. Father will be sitting in a rocking chair under the new church portico. There will be balloons and a basket for parishioners to place greeting cards or gifts. The whole parish will be sent information on this parade. You will be asked to decorate your cars with balloons, signs, etc. Colleen Sutton will reach out to the Belmont Police Department for additional help in traffic flow for this event.

9. Father Frank's Good News – Father Frank

- a. Father referenced back to the COVID-19 protocol and its success.
- b. Also discussed the upcoming Circus Ministry collection.

10. Roundtable Discussion – All

- a. The St. Katharine Drexel Chapel is looking great. It feels very warm and welcoming.
- b. Library looks fantastic.
- c. Each of us took the opportunity to thank Father Frank for his service and to wish him Happy Retirement.

11. Closing Prayer – Clare Charzewski