

St Alphonsus Pastoral Council Meeting Minutes

Thursday November 16th, 2023

Present: Fr. Kevin McManaman, Fr. Anthoni Jeorge, Linda Witkowski, Kathy Monacelli, Christine Blackwood, Mary Sue Taft, Paul LaRosa, Ben Rucka, Maggie Ensing, Mary Binder, Alan Close, Elizabeth Hanson, Matthew Evrard, Paulanne Ferrito.

Meeting called to order at 6:30 by Linda Witkowski.

- 1) **Opening Prayer** – Fr. Kevin
- 2) **Approval of October 10th, 2023 Meeting Minutes** – Small updates to the minutes were suggested. A motion to approve the minutes with the corrections was made by Elizabeth Hanson. Seconded by Fr. Kevin, none opposed, motion passes.
- 3) **Guest/Visitor Comments**
 - a) **Francis Zelinka – Director of Music and Liturgy** - Francis gave a quick description of the work he had done in the past to the council. He then explained his philosophy that music can be used as an evangelization tool to bring people to Jesus. He also gave an update that the choirs have restarted, and he has about 35 people between the two. He wants to continue growing the choir too. He also has about 15 children singing for the Concert and Christmas Mass and hopes to have them sing once a month.
- 4) **Old Business**
 - a) **Discussion of second and third chapter of Forming Intentional Disciples** – The pastoral council had another good discussion on the second and third chapters of Forming Intentional Disciples. Fr. Kevin helped by posing questions that reflected what was read.
 - b) **Follow up on use of shared drive** – Linda expressed that we will be using the shared drive to get agendas out sooner and to use the shared drive to upload committee reports as well. She also went over the process to view documents in the drive.
- 5) **New Business**
 - a) **Love One Another Charitable Fund Policy** – Fr. Kevin informed the pastoral council that both the Love One Another proxies have been approved. The restricted funds for the \$25,000 charitable giving have been moved to St. Alphonsus' account. Fr. Kevin, Sister Eileen, and Kathy Jaeckels drafted a policy and submittal form for these funds. The pastoral council then gave feedback to Fr. Kevin, and he will have an updated policy and submittal form for approval next month.
- 6) **Committee Updates**
 - a) **School** – The School is still rebuilding after Russ left. They have hired a part time math teacher. Upgrades to the science labs are progressing. They are working

to strengthen the language arts program and find an athletic director. Overall, the staff feels they are moving in a positive direction.

- b) **Christian Formation** – Emily Comfort has been hired as the director of child ministry. This will ease some of Karen Farrell’s workload as she has been doing both positions. Both confirmation retreats have been completed. Reconciliation will occur next week. Finally, they are also working on having Totus Tuus at St. Alphonsus again.
 - c) **Liturgy/Worship** - The liturgy committee discussed advent and Christmas plans. Each of the sub-committees discussed their status. Most of them were scheduled for the end of the year.
 - d) **Human Concerns** – Some of the volunteers for the meal programs are retiring from their position. There has been some interest in filling the positions but no commitment yet. The human concerns committee is also looking to recruit members.
 - e) **Stewardship/Endowment** - No update.
- 7) **Finance Council Report** – The finance council received a good response from the e-mails sent for the annual appeal but will still be sending out letters. They also reviewed the Love One Another financial statement with Fr. Kevin. They also discussed lunch program transparency and school enrollment.
- 8) **Pastor’s Remarks** – Fr. Kevin started with an update on the school. The leadership team is working well after Russ’ departure. Some students left the school after the volleyball season, but this may be unrelated. Fr. Kevin also feels gossip is hurting the school. Grades K3 to 5th are doing well but there is a little teacher turnover in middle school. Next, Fr. Kevin also announced that Emily Comfort was hired as the associate director of Christian formation and director of child and family ministry. He then mentioned that Libby Rasp, who was on maternity leave, has decided not to return and her position will be posted in the next few weeks. The girl scouts have started their work on the wiggle room. The work on the community room from the Love One Another campaign will also start around January. A few carpet swatches have been selected for the parish to vote on. He ended with a quick update of the Christmas mass schedule.
- 9) **Closing Prayer** – Fr. Anthoni

Meeting adjourned at 8:37 by Linda Witkowski.

Respectfully submitted Matthew Evrard