

**CATHOLIC COMMUNITY OF THE BLESSED TRINITY
PASTORAL COUNCIL ~ MEETING MINUTES**

**September 9, 2021
6:00 PM @ ST. MM**



Attendees: Father Felicjan Sierotowicz, Father Michael Merritt, Eileen Bielemeier, Kathy DeMass, Dan Durocher, Cathy Immerman, Mary Krehling, Rosemary Seymour, Marie Smith, Paul Statskey

Absent: All Present

Meeting called to order: 6:37 PM

- Welcome to Eileen and Cathy for their willingness to serve on the Council.
- Terry Burlee has resigned from the Council.

Opening Prayer: Pastoral Council Prayers and Faith Sharing led by Marie

June Meeting

- Draft minutes were distributed via email on June 14, 2021, by Marie Smith, with request for adds, changes, deletes by end of day on June 19, 2021.
- Motion to accept the minutes by Rosemary Seymour, seconded by Paul Statskey on June 20, 2021.
- Posted to CCBT website on June 20, 2021
- Emailed to the Council, Mary DeLisio, Mary Capone, and Bev Dulmage on June 20, 2021.

Agenda Review (Adds, Changes, Deletes)

- Change Pastoral Council meeting dates for 2021-22.
- Due to the joint Finance/Pastoral Council meeting going over the time designated for this meeting, the option to stay later to complete agenda items or prioritize agenda items was discussed as a Pastoral Council. The decision was made to stay later to complete the Pastoral Council agenda.

Old Business

CCBT Parish Picnic (July 11, 2021)

- Feedback was given that the priests did not attend the picnic. Sunday is not a good day for the priests since they have other Masses.
- Ideas
 - Change the date to the Saturday that coincides with the Feast of St. Mary Magdalene (July 22).
 - Have Mass and picnic at the same location, which would require permission from the bishop, but this shouldn't be a problem.
 - Do picnic and then Mass after or vice versa. If the picnic occurs first, then those who normally attend Mass on Sunday morning would have the option to either stay for Mass or leave.
- Lock in a date at the November meeting so the pavilion can be rented, and a planning committee can be formed.
- Check with the park about parking passes. A suggestion was made that if we had parishioner reservations ahead of time we could pre-pay for parking passes and hand them out.

2020/2021 Catholic Ministries Appeal

- We met the 2020-21 goal. The goal for 2021-22 has been decreased. The appeal will be started on time this year with the challenge of meeting the goal by the end of December.
- 2020-21 CMA envelopes need to be discarded since the address has changed.
- Kathy volunteered to lead again, and Paul will consider the same. Help from others is welcome.

- Mary Capone will be picking up the materials next Thursday and dropping them to Parishes, but some materials may not be available right away, so the diocese is suggesting holding off on the video to the first weekend in October. Materials will be left at St. Mary's for Kathy to pick up.
- A suggestion was made to invite someone who has benefited from CMA funds to speak to parishioners about their experience.
- Priests will give frequent updates of progress.

CCBT Parish Pastoral Council Nominations

- Personal contact to recruit members works well. Thank you to Rosemary, who reached out to Eileen Bielemeier and Cathy Immerman. Both have agreed to serve. Welcome! Father Mike will provide a copy of *Pastoral Guide to Opening your Parish* to Eileen and Cathy.
- It will be important to get more new members for next year as Rosemary and Marie will be completing their second 3 year term on the Council.
- Officer nominations will continue to be held at the May/June meeting.

Current Parish Directory of Active Parishioners/Current/Updated List for CMA

- Kathy and Marie accomplished the goal of getting through the entire Parish Soft list of parishioners with Mary DeLisio noting active, inactive, moved, and deceased parishioners. Colleen Brade provided a list of deceased parishioners that are off the list at the diocese level but not in Parish Soft. The next step is to get the Parish Soft list to match DOR.
- Once the deceased are removed Kathy and Marie will go back to the office to update the amended list. Mary Capone will have Brenda Chevalier do this. It was noted that Brenda could meet with us to accomplish this goal.
- Once the lists are accurate the goal will be to divide and conquer by making personal contact (phone calls) to those who are inactive. This was done by the council in 2016.
- Kathy suggested developing a packet/hand out to give to parishioners asking if they are registered, who the family members are, if they are interested in serving on any ministries, talents they are willing to share, etc.

Where People Are Right Now/Pastoral/Parish Ministries

- We need an updated list of those who serve and want to continue to serve in Parish ministries. Only 16 have completed the CASE training. A number of parishioners who continue to minister have not completed the training. Currently we do not need Eucharistic Ministers or Altar Servers due to COVID changes. Coffee hour will continue to be postponed.
- CASE Training
 - The Pastoral Council, Finance Council, counters, and cleaners are not required to complete the training unless there is a youth member in the group.
 - If you hold a function such as coffee hour, garage sale, Christmas Sharing Program, etc., it would be considered a group function so if 2 CASE trained people are on site they would qualify to supervise. The diocese would require those who come to sign in or their names need to be written down as having attended. If it were something like a garage sale all the volunteers would need to be documented.
 - Those who have not completed the CASE training need to be contacted directly. Communicate to people that a driver's license can be used rather than a social security number. UPDATE AFTER THE MEETING: The driver's license MUST be an Enhanced Driver's License or a Passport can be provided rather than a social security number. Those who complete the CASE training do not have to do it again if they are over 70 but a background check would be required every 3 years. Mary will get updated information when she attends the Finance Director meeting next Thursday.

- Rosemary will write a bulletin entry with updated information about CASE training and Father Mike will add the rationale for why CASE training is a new requirement to serve in many of the Parish ministries.

New Business

Prayer Leaders October 2021-April 2022

- October- Dan, November- Paul, December- Rosemary, January- Kathy, February- Mary, March- Cathy, April- Eileen

September 2022 FC/PC Meeting Date for Mary Capone

- A dedicated September joint FC/PC meeting will be scheduled for 2022. Mary requested, if possible, to plan for early in the 3rd week. A date will be set at the next meeting.

Operating Deficit/Future Planning/Planning Committee/Merger Plan

- Clustering was the first step of the planning process. Currently we are sharing services, but the goal is to become one Parish.
- There is a need to plan 2-5 years out for future deficits. This year there is a \$15,000 deficit. We need to preserve church funds. COVID has accelerated budget issues and the planning process.
- The biggest issue could be having one priest. This will affect the Mass schedule, number of churches, and shared services among the 3 parishes.
- A suggestion was made that as a way to keep parishioners connected emails could be sent, we could have Zoom meetings, and/or put a team together to connect with people who are unable to attend Mass.
- Father Mike noted the discussion at St. Michael's was to have a group of people from each Parish come together with the diocesan person to tackle the next steps. Mary noted 2 Finance Council members and 2 Pastoral Council members from each cluster, which would be a team of 12, meeting with the Diocesan Pastoral Planning Center to make geographical decisions on how far we can ask people to travel. Many factors will be considered. Physical proximity is the biggest challenge. Next step is to consider if you would be willing to be one of the representatives from CCBT. This should start after January.

“Here for You” Transportation Program

- Deacon Kiley will come to our October or November meeting to talk to us about what the van ministry entails. (Father Mike will contact Deacon Kiley to schedule for the October or November meeting?)

Liturgy Committee

- Father Mike has a list of parishioners who will be invited to be a part of this committee. The group will consist of members from each cluster except for St. Michael's in Newark. They will meet 3 times a year (October, January, March) to plan for the big liturgical celebrations. Father Mike will email committee members this week.

Agenda Additions

- Pastoral Council meetings will be changed from the 2nd Thursday of the month to the 3rd Thursday of the month, 6:00 PM at St. Mary Magdalene.

Closing Prayer: Pastoral Council Prayers and Faith Sharing led by Marie

Meeting adjourned: 7:53 PM

Next meeting: Thursday, October 21, 2021

Draft Minutes Submitted: Via email on September 22, 2021, by Marie Smith, with request for adds, changes, deletes by end of day on September 27, 2021.

Minutes Approved: Motion to accept the minutes by Paul Statskey, seconded by Rosemary Seymour.

Approved Minutes: Respectfully submitted on September 29, 2021 and posted on CCBT website.

Future Meetings: November 18, December 16, January 20, February 17, March 17, April 21, May 19,
June 16