

Pastoral Council Meeting Minutes

Thursday May 7, 2020 @ 7:30 PM

Via Zoom Conference

Attendance:

Present: Gayle Hotchkiss, Roger Kemman, George Riesselmann, Lori Sennett, Kathy Schmidt, Charity Mulenga, Nichole Ferrera, Amy Jacobson, John Breiten, Deb Burns

Staff: Trevor Seivert, Father Mike, Cassandra Letcher, Marianne Giovingo, Sela Mejia, Laura Warzecha

Excused: Randy Gracyalny, Debbie Leach

Opening Prayer:

- Fr. Mike

Approval of Agenda:

General Approval

Approval of Minutes:

General Approval

Fr. Mike's State of the Parish Report

- Staff doing an outstanding job with on-line teaching and ZOOM communication
- Online Masses
 - o Mass for weekend with Fr. John and Monsignor Dan Con-celebrating
 - o Flock Notes important communication tool for parish & diocese
 - o Gracyalny Family Pandemic Concert / OLA website
 - o School & Child Care have been E-Learning since March 18th
- Online weekend Mass will continue through the Summer
- Calling parish members: Staff and volunteers are calling parishioners to see how people are doing. It has received a great response.

Maintenance to Mission:

- Bishop's Evangelization plan has been published
 - o The prologue lays out the mission statement
 - o The plan list Goals and Objectives for each phase
 - o A diocesan mentor will be assigned to the Cluster Parishes of Beloit & Clinton, along with all other parishes in the Diocese
- Phase IV completion Advent 2021 to celebrate the Diocese 75th anniversary. We are currently in Phase I.

Commission Reports:

Liturgy Commission:

- o Online Masses will have more Cluster participation with those who are lectors and involved in music ministry
- o Planning for soft opening for masses was discussed with Parish Staff, waiting for directives from the Diocese.
- o Sacrament of Confirmation rescheduled for August/September
- o First Communions will be held during the summer months

Pastoral Care Commission

- o COVID in 2 Elder Care facilities

- Splitting up 70+ home bound/long term care parishioners for more personal care
- Seasons of Hope (grief ministry) continues via conference calls/Zoom

Education Commission:

School:

- Finishing school year online
- Material turn-in/exchange parents, students & teachers will be May 29th
- Graduation tentatively scheduled for mid-July
- Yard sign coming for parishioners to sign and congratulate graduates

Faith Formation:

- Faith Formation continues remotely and may continue through year end
- RCIA is continuing via Zoom
- Marianne is working personally with families

Youth Faith Formation:

- Developing plans for LBH and Summer Programs

Child Care:

- Using online tools (Brightwheel) for lesson plans and learning activities
- Working on enrollment
- May baskets delivered to 34 families
- Scheduled re-opening May 26th
- Developing plans for future

Spring Fling has been postponed indefinitely

Parish Life & Stewardship:

- **Working on New Letter (VOX POPULI)**
 - **Focus on Evangelization**

Social Justice:

- Family Promise using motels
- Funding and food donations stable
- Gods Fund donation will be double to St. Vincent De Paul
- Gods Fund collection scheduled for May 31st

Finance Council Budget Meeting Notes (Roger Kemman sent):

- At the current rate we are projecting a \$200,000 cash shortage for the fiscal year. However, our parishioners have continued to be very supportive as we are only minus \$7,500 in YTD contributions from the budgeted amount.
- The main losses in revenue are Child Care Tuition, Fund Raising, School Tuition support from St. Thomas and our planned budget deficit of \$64,000.
- Funds to cover our cash needs, funds have been withdrawn from our General Reserve Fund

- Because of the COVID unknowns we have delay the budget process until May and will continue to take a cautious approach. Teachers will receive their contacts before the total budget is completed based on current enrollment numbers of 109 students.
- OLA Parish applied for and has received funds from the SBA's Payroll Protection Program (PPP) which totaled \$231,465.47. The application was done with First National Bank and Trust of Beloit and the funds where received on 4/23/2020.
- This fund can only be used for Employee Payroll, Health Care Insurance premiums and Utilities for the next eight weeks. At the end of the eight-week period we will apply for forgiveness of the amount we spent on the above items.
- Our current monthly payroll expense without benefits is \$92,506.18 with two months or eight weeks being \$185,012.36.
- If there are any monies left, we can either return the balance with no fees or convert the balance into a loan. The loan rate is 1% and will be amortized for a two-year period. There are no prepayment penalties.
- A loan forgiveness should cover the projected cash loss for the year. The monies saved will be returned to the reversed funds that have been used to cover our cash needs. We should know our situation before the fiscal year end.
- Because of the lack of qualified applicants for the Marketing and Development position and the current economic situation, no one will be hired at this time. It has been suggested that we investigate a part time Marketing person after the PPP and COVID issues had been determined. The committee is reworking the job description based on the above.

New Business:

- Pastoral Council terms expiring
 - o Three (3) members are term limited (2 terms)
- Considering members stay in place during COVID Situation
- Checking bylaws to see if this is allowed

On-Going Business

- o Parish Digital sign installed and operational / positive comments given by parish members

Good of the Parish

- Many nice comments on Monsignor Dan, Fr. John and Fr. Mike co-celebrating online mass
- Many thank you cards received for calls made to parish members and online Mass

Closing Prayer:

- Trevor

Next Meeting:

- June 4, 2020, 7:30 PM Via Zoom