

St Catherine of Siena  
Parish Council Meeting

October 29, 2009

Attendance:

Father Tom  
Gene Caufield  
John Donahue  
Rich Wisneski (scribe)  
Barbara Buck  
Tom Ross  
Kathy Smith  
Whitney DuBose

Meeting began at 7:40 pm with a prayer by Fr. Tom.

John Donahue asked if future meetings could be on another night of the week to avoid conflict with Choir practice.

Religious Education, Christian Formation Advisory and Women's Group  
Barbara Buck presented a separate report (see attachment).

Habitat for Humanity -  
There has been no news regarding a possible new "Ecumenical Build" project.

Food Collection -  
Food collection for the Father English Center in Paterson has been moved to the third weekend of the month and seems to be working out fine.

Evangelization - There are 2 or 3 inquirers for the RCIA program.

Adult Education classes are occurring on Tuesday (Sister Bernadette Weller) and Wednesday (Father Tom).

Follow up needed to clarify role in the Diocesan Evangelization Program.

Grounds

Staining of prayer garden woodwork is needed next year.  
Tree at westernmost driveway entrance was recently removed which really cleaned up that area.  
Favorable comments were received about the Island after the project implemented by Father Pat in the spring.

Finance

Fiscal Year End financial Reports will be completed soon (FY ends June 30).  
In round numbers revenue is flat to slightly down, expenses have been relatively stable.  
Parish Pay is still lightly used. Tom Ross will work with Kay to have an intermittent bulletin announcement made advising the parish of the availability of this service. Information on it needs to be

added to the “New Parishioner” package. The Council felt that a “strong sell” of this service is not warranted at this time due to the overall state of the economy.

#### Parish Picnic

All agreed it was a success and well attended. Thanks to all who participated to make it work.

#### Lay Ministry

There was extensive discussion of the need for “retraining” of our volunteer lay ministers, focusing on two areas:

- 1) Correcting some “bad habits”
- 2) Empowering volunteers to take ownership hopefully leading to better attendance/participation

The Council agreed that a training session coupled with a social event would serve as a good way to accomplish these goals while at the same time serving as a “Thank You” to those volunteers. A potential date of Thursday, January 21 was suggested. This would include Lectors, Eucharistic Ministers and Ushers. (A separate event for Altar Servers and their Parents would be needed). It was decided that this should just be for “existing” participants and that a separate event to recruit new participants should be held later. Gene will reach out to the heads of each ministry to discuss this.

Altar server participation has been spotty of late, especially at 6:45 weekday masses. It is believed that some older servers are no longer interested in serving. It was also noted that key to server participation is parent participation. It would be helpful if the schedules could be posted in the Ushers Room. The performance of the software being used has been up and down making it hard for some to find substitutes. R. Wisneski committed to tabulating data from 2008 sign in sheets. Gene suggested a separate follow up meeting with Bonnie O’Mullane to discuss.

#### Administrator’s Report

Father Tom reported that hand sanitizer dispensers are being installed in the Sacristy and that all Eucharistic Ministers should clean hands using these facilities before mass. He has not seen any reason yet to deviate from the “Swine Flu” policy that he has been discussing at recent masses, namely we will continue to shake hands at the Sign of Peace and receive the Precious Blood but that any individual can choose to not partake for health reasons. If a local outbreak is reported he will recommend appropriate steps.

#### Physical Plant

Father Tom explained that the building and systems are showing their age. The Rectory in particular is in need of “updating”. The Council agreed to form a subcommittee to review the physical plant and make recommendations for improvements/modernization. Father Tom and Gene Caufield will discuss who in the parish have skills/professions that would be of benefit to this committee.

Father Tom and Barbara Buck also discussed the need for bringing telecommunications and computer systems up to date. They will prepare lists of ideas. John Donahue will assist. Others in the Parish may be able to help here also.

Father Tom reported there was no news on a new Pastor.

As there were more items yet to be discussed, as well as significant follow up work, the Council agreed to have another meeting in November (Tuesday, Nov 17) which will be held in the Rectory since CCD will be using the rooms in the Parish Center.

Father Tom lead the group in a concluding prayer, and the meeting was adjourned at 9:25