

Pastoral Council Minutes

February 20, 2018

Attendance: Mark Migaleddi, Bobby Rando, Jan Kuhs, Deacon Luke, Fr. Jay, Kendie Hudson, Kevin Wein, Sterling Rapposelli, Gladys Collado, Robinson Collado, Sharon Rapposelli, Taylor Rapposelli, Dara Montgomery, Martha Holmes, Matt Raymond

Excused: Sharon Hodges, Terri Yackley, Wayne Lorandean

Opening Prayer

- Father Jay said the opening prayer at 6:34 pm.

Approval of Minutes

- January's minutes were approved.

New Business:

- Vision Committee – Meeting Minutes
 - January 2018 – Vision Committee meeting minutes - 01/29/2018 6PM ET
 - Attendees: Father Jay, Allison Clark, Bud McFadden, Jack Scarbath, Anne Fazio, Mark Migaleddi, Bill Bruchey, Wayne Lorandean, Rick Cox, Bobby Rando
 - Excused: Dara Montgomery, Martha Holmes, Bill Fazio
 - Recent Updates: Post Abrahams Acres Planning:
 - Bobby confirmed with Bernardon – Paul Sgroi that no payment had been received from Father Abrahams. Bobby to clarify if any other charges are pending and an Interim report with recommendations for Next Steps.
 - Follow up: No new charges incurred. Bobby and Paul have a phone meeting planned for February 22 nd or sooner, as events merit.
 - Rick Cox will reach out to Stewart Land to clarify factors and potential options.
 - Bud, Mark, and Bobby met with and toured the Grace Bible chapel in early January 2018. Valuable planning materials and lessons learned were shared, including phased approach and actual versus planned finances. Great fellowship with their elders and Pastor.
 - New Business:
 - Mark Migaleddi reviewed updated version of Parish Strategic Plan, with focus on high level demographics of our parish locations. We discussed SWOT analysis with potential new target based upon this research.
 - Bobby to provide updated “Vision Planning update to the parish” verbiage for our parish bulletin January 18 th weekend.
 - Follow Up: Final version of verbiage is in separate attachment.
 - A Hybrid Parish Council discussion meeting will be needed including: Sharon, Finance, Jan Kuhs from Bldg and Maintenance. Target to have clarification is March 20 th session. Bobby to discuss at Feb 20th PC meeting and set up session logistics.
 - Anne agreed to gather and quantify what we have including: Assessed values, Known Bills, and comparisons with overall maintenance costs with partner committees. Follow Up: Anne provided a quick view of twenty YOY known expense categories showing positive trends from 2016 to 2017. High level and still requiring a follow up discussion.
 - Bill Bruchey provided a high level pivot table of a parish growth estimate January 17 th which compliments Anne's expense spreadsheet.
 - Next Steps:
 - ❖ Bobby to meet with Bernardon February 22 nd to discuss recommendations.
 - ❖ Hybrid council meeting to be planned for detailed factoring session for parish strategic plan.
 - Next Committee Meeting: Monday March 12 th at 6pm.Parish and School Strategic Plan – Mark Migaleddi

- Mark has met with every committee except for the finance committee.
- He is set with the objective and mission statements.
- The next step is to meet with each of the committees to see what they would like to do in the next year.
- Draft Survey – The survey takes about 14 minutes to complete. This survey includes the following main topics: Liturgy and Worship, Evangelization, Stewardship, Faith Formation, and Parish Life.

Committee Updates/Reports:

- School Report
 - GSCS – reported by Beth Tapera
 - Upcoming or Current Profit for the School
 - Chromebooks were purchased and are in the junior high. Technology plan is in place.
 - Flea Market brought in \$948.
 - Fat Tuesday Pancake Supper, hosted by FSO, made \$951. Bills and reimbursements still need to be paid.
 - Fun Activities at the School in January and February
 - Spartan Speech Classic - This was our third year participating. 4 students represented us in oral interpretation and declamation. Our team won FIRST PLACE! Anthony Baldwin won first place in his category, Julian Broilo and Julia Borusiewicz won third place in theirs. We much appreciate the work Mrs. Boyd did in preparing them for this.
 - Fat Tuesday was a big day - Students celebrated the 100th day of school and Valentine's Day. FSO helped make 100th day exciting. And PreK did their prayer service focused on Fat Tuesday.
 - Catholic Schools Week very busy and exciting - Iron Hill Museum visit, teacher swap day - so much fun, Jump Rope for Heart, Sock Hop, Buddy day activities, Talent Show, and Open House - 4 families visited that evening and there were two day tours. Sustainability Committee helped with child care and popcorn.
 - Upcoming Fun Activities for the School in February and March
 - Mrs. Pileggi is away this week serving on a Middle States Committee – this is a part of our obligation to Middle states with our membership.
 - Open House - March 17th from 1 to 3 pm
 - Living Stations open the Cross presented by our junior high - March 28th at 11 am - we invite you to join us for this very moving portrayal.
 - A Knight to Remember will take place on April 14th beginning at 4 pm. It is exciting - you each need to be there to support our largest fundraising event. I will be glad to get you a table for 8 so that you can all sit together or bring your friends!
 - Buggy Malone Jr. - April 27th and 28th at 7 pm
 - Sustainability of the School
 - Chrome books have been purchased and are in use in the lab and for each teacher. The technology plan going forward is for each junior high student parents will purchase a Chromebook as they enter 6th grade with a technology fee. They will use through junior high and take with them when they graduate. Using Chromebooks is more easily monitored with Go Guardian which we began using this year. Their online activity can be tracked. More details of this new technology plan will be worked out and presented.

- Enrollment - We had two students withdraw in December leaving us with 77 students. One fifth grade student had joined us from being home schooled and was not doing well with attendance and did not seem to want to change that so withdrew after our notification of absence and tardies. A first grade student's parent got a transfer to South Carolina and they moved back to their home.
 - State of Maryland has made some changes to requirements for paid sick leave that we have to comply with. This will affect us in the area of part time employees.
 - Budget - We planned for 80 students with a 5% tuition increase and 3% plus step increase for teachers. Salary expectations came in from the Diocese and it is just under 3%. We are still working on the budget. Financially with 77 students we are still holding our own. Changes to tuition, development work, close monitoring of income and spending, and some possible fundraising changes it appears we can continue this good work.
 - Tuition restructure - Mrs. Pileggi has worked with Jack Berkeridge and input from myself and results of a survey with parents to provide a new payment structure for 18-19. There will be two options. One will remain the same as we have been using - pay 4125 registration, pay tuition and sell your \$250 in tuition cash raffle tickets and raise your \$450 for mandatory fundraising and contribute weekly to offertory. The new plan will be an all in payment that would include registration, tuition, mandatory fundraising, tuition cash raffle, and offertory. There is a possibility that an all in one time fee will be offered for after care and hot lunch for those who use it daily. This plan has received approval from Father Jay and the Finance Council.
 - Additionally, we plan to put a teacher back in place in intermediate. Benefits to the teachers will be restored - in difficult financial situation we could not meet these. A 403 B will be put in place in which we would match at some level their contribution, restoring more or all of payment of health care, and tuition assistance depending on their tenure for teachers with students enrolled in the school will be given.
 - Faculty change - Mrs. Pileggi has received notification and accepted the resignation of our 5th grade teacher - Mr. Charles Givens. He has been seeking and received an offer of a position at Perryville High School.
- Issues for the School
 - Delmarva lighting plan has been temporarily put on hold due to some concerns with the company that was the go between with Delmarva. Rick and I will continue looking for a better connection.
 - Charles Givens received a position in CCPS. He will be resigning this year.
 - Hold in prayer for Daniel Carducci and Jeff Widmayer (biggest contributor for GSCS breakfast).
- School Strategic Plan
 - Two plans presented to parents.
 - One meeting since open house – Beth was not present due to her husband's work.
 - Open house on St. Patrick's Day
 - ❖ Commercials on WXCX may not be on anymore.
 - ❖ Note: Immaculate Conception is putting up signs in the Colora area. There is a big sign coming from the Turkey Point area.
- Finance
 - End of January down a little bit in offertory. We were okay because of numbers in December.
 - Received the over and above money from the Annual Catholic Appeal - \$7577
 - Because we have been doing so well with the Annual Catholic Appeal, we were raised from \$44,000 to \$46,000.

- Note: The budget will need to be looked at again because of the increase.
 - Diocesan assessment was raised from \$50,000 to \$54,000.
 - The New Hope check was approximately \$3000.
 - Annette Brown was hired as the business manager with an extensive background in finance. She started in December with Christine's help.
- Liturgy – Check Email
 - Meeting was January 25, 2018
 - Present: Fr. Jay, Junior McKee, Robinson Collado, Deacon Luke Yackley, Terri Yackley, Jan Kuhs, Renée LeBrun, Mark Migaleddi
 - The Meeting began at 3:00 pm with prayer.
 - The Minutes from the May 2, 2017 meeting were approved.
 - REVIEW OF LITURGIES SINCE THE LAST MEETING OF THE COMMITTEE: The Committee briefly reviewed the Liturgies which occurred since the May 2, 2017 meeting. Fr. Jay commented that having the priests in the church for Reconciliation was working well. The only concern is that the meditational music volume has to be adjusted during confessions. Truncating the schedule for the Fourth Sunday of Advent did not appear to cause any issues. For Christmas Eve, having a 4 pm Mass in all three churches is alleviating crowding; however, only having one children's themed Mass meant that Good Shepherd was overcrowded. Spanish attendance was low in 2016 and 2017, partly because of the day of the week. Further discussion will be needed for planning for 2018. It was mentioned and duly noted that several people were confused about the New Year's Day schedule, but as it was announced from the pulpit and in the bulletin, it was felt that all had been done to prevent such confusion.
 - UPCOMING LITURGIES: The Committee was informed of the following upcoming liturgies: Opening Mass for Catholic Schools Week (Jan. 28); Scout Sunday (Feb. 11); Ash Wednesday (Feb. 14); Lenten Reconciliation Service (March 7); Anointing Mass (March 11); Confirmation (March 14); Palm Sunday/Triduum/Easter Sunday; First Eucharist (May 5); May Procession (May 13); 8 th Grade Graduation (June 7); End of School Year Mass (June 15). There will be either a Mass or a Communion Service at St. Agnes at 7 pm on Ash Wednesday for the Spanish community.
 - PARISH BAPTISM SCHEDULE: Deacon Luke proposed that Baptisms be held once a month on the third Sunday of the month on a rotating schedule between St. Agnes and Good Shepherd. This would allow the Deacon to be available as homilist at all Masses on a weekend. The bulletin cover will have to be changed accordingly. The change will be effective in June 2018.
 - PARISH STRATEGIC PLAN: Mark Migaleddi attended in order to lay out the objectives of the Parish Strategic Plan, and to ask how the Liturgy Committee works out achieving the full, conscious and active participation of the people in worship. Further discussion on this matter will be held in future meetings.
 - The meeting ended with Closing Prayer at 4:10 pm. The next meeting of this Committee is scheduled for May 9, 2018 at 6:30 pm in the Parish Office Meeting Room.
- Christian Formation
 - No update.
- Building and Maintenance
 - Building and Maintenance Meeting-01/23/2018, minutes prepared by Dara Montgomery
 - Present: Fr. Jay, Deacon Luke, Sharon Hodges, Dara Montgomery, Jan Kuhs, Cliff Lowe, Jim King, Bud McFadden, Sharon Rapposelli, Kristin Catena, Rick Cox, Sterling Rapposelli, Jack Ellinghaus. A warm welcome to Annette Brown who will be Kristin's replacement.
 - Guest: Mark Migaleddi, presenting on the GS strategic Plan.
 - Excused: Jerry Callaway and Jim Zambuto.
 - Fr. Jay opened with prayer.
 - Minutes were approved.

- St. Teresa- reported by Jan
 - Another grant going out to sustainable community to cover Plexiglas cost for the windows.
 - The town was given a new grant from EXALON for the flood abatement. Sidewalk issue will not be addressed until the town is done.
 - Church carpets were cleaned over the holiday.
- St. Patrick's- reported by Bud
 - Bill is working on a historic sign that will cost about \$3K.
 - The Chapel's 200th birthday is in 2019. September 2018 we will begin celebrating. Historic handouts such as cups, ornaments, and book markers are in the works.
 - Starting April 2018 St. Patrick's Chapel will host 12:00 Mass on the 1st Sunday of each month as part of the pilgrimage celebration for the Diocese 150th years.
- St. Agnes-reported by Bud
 - Ceiling tile project is still ongoing. Bathon came to look at the project and referred a sub-contractor, ERCO. They reviewed the project 1/23/18. This Wilmington based company has been in business since 1963. There was a discussion on whether to paint the grids or replace them. They said it would be a 3-4 day job. We are waiting on a price.
 - We have 3 pending projects: the bell, the stucco, and the lighting upgrade in the Sanctuary.
 - There was a suggestion to put an electrical outlet above the counter in the Sacristy. Cliff will touch base with Chris Molnar.
 - As we are mindful of security in the church, before Mass the basement doors will be locked. Please be aware of your surroundings.
 - Parking lot update: Bud will revisit the old bids on file and get updates. He will also verify donations and touch base with RSL. The project has the financial support from the Sustaining Hope Campaign.
- GSC- reported by Deacon Luke
 - The leak is back in the roof, it is a condensation issue. A smart vent was improperly installed. Cliff has contacted Fedale. We will be refunding \$9200 to Mr. Christ.
 - Additional maintenance and landscaping will resume when the weather improves.
- GSCS- reported by Sharon Hodges
 - Door project is complete and paid for.
 - A new grant has been submitted for new ceiling and lights for four classrooms. It is about \$31K, which is more than the school has ever received. It would have cost about \$100K to do the whole school. We should hear back in late March or April.
 - Over Christmas break the auditorium was painted in preparation for Mr. Hendron to paint the school logo on the wall. He will complete the project soon.
 - After the walk around the school in December it was determined that the music room, hut, chuck wagon, and sheds will need some attention.
 - The school sign on Aiken Avenue needs some attention.
 - Delmarva is offering the Empowering Maryland program through American Energy Corporation (AEC); offers incentives to partners for trading out lights for more efficient LED ones. They are offering an 80% cost reduction; cost would be \$2,100 versus \$14,000.
- Parish Office- reported by Fr. Jay

- During the recent wind storm a few shingles have come off the roof of the garage. Cliff purchased the shingles to repair the affected area. A neighbor has offered to help replace the shingles.
 - Condo- reported by Fr. Jay
 - Everything is fine.
 - Rental/Vacant Unit- reported by Fr. Jay
 - Still vacant!
 - The rental still needs a final cleaning. Cliff will tackle this when the weather gets better.
 - A small discussion on storing things there or finding a monthly use for the building to give us a tax break. We need to show activity in the building to qualify.
 - New Business
 - Cliff is installing a sump pump outside of where St. Vincent de Paul delivers their food.
 - Pumped out over 10 inches of water.
 - Mark presented the foundation of the Good Shepherd Strategic Plan to the committee. Building and maintenance is one of the objectives in the plan. We can look forward to a future meeting where we will discuss the committee's goals and our plan for action to achieve them. The plan is a living document that will be work on in the next 12-18 months.
 - February 27, 2018 TUESDAY, next meeting.
- Hispanic Ministry
 - Stations of the Cross on Thursday at 7:00
- Social Concerns
 - The meeting was opened with a prayer. Bill asked all of the committee members to make their reports brief, so that Mark Migaleddi could outline the strategic plan he is working on for the parish.
 - ST VINCENT DEPAUL: Terri Denver passed out copies of their financial report for 2017. 364 families received financial aid, 1499 received food from the pantry, 2392 homeless meals were served, in all, over 6630 people were touched by one of the eleven programs sponsored by St. Vincent DePaul.
 - CHRISTMAS IN APRIL: Prosper said that their technical issues with their computer program had been resolved, and that they had more applications than last year, but still not nearly enough. It was suggested that he place information concerning the program in the bulletin, asking for applications.
 - RIGHT TO LIFE: Susan said that 31 students from Good Shepherd School and 34 other youngsters from the parish attended the March for Life in Washington D.C. The "Forty Days for Life" will begin on Ash Wednesday, and the parish will be asked to offer prayers and sacrifice during Lent for the cause.
 - PRAYER LINE/ S.A.M: Marie stated that the Prayer Line continues in spite of the new regulations concerning privacy. She said that 12-15 people regularly attend the Adult Senior Luncheon meetings, but that the population was declining due to health and other reasons. Bill commented that the SVDP luncheons were also having the same problem.
 - MEDICAL MISSIONS: Barbara reported that her group, which almost did not go because of the severe flooding in the mountains, ended up serving over 2500 people. She said that there was a great need for canes, as people have to walk so many miles in mountainous terrain. She said the the Rising Sun Lions through Bud McFadden were helping with this problem, and that the Global Health Ministry, run by the Sisters of Mercy, will gladly accept all such donations.
 - For many years, our parish has helped this program by donating vitamins for the patients. We will begin this project in March, so that we can get the vitamins to them in time for Barbara's next trip. She will need Adult and Children's vitamins with iron (NO GUMMIES.)

- YOUTH GROUP: Paula said that a few kids made the Mount 2000 retreat/pilgrimage. She said that the biggest need right now is for “service opportunities” for the confirmation class. She suggested that perhaps the kid could collect canes for Barbara or “jogging strollers” for her. Prosper suggested that they concentrate on visiting the elderly or veterans. The question arose about “how do we reach them?”
- It was suggested that we, as a parish, do a lousy job of reaching out to folks in need of someone to get the mail or move trash cans. Marie suggested that an announcement in the bulletin or on Facebook, or any other announcement should include having the person call the office and that she would get the information to Paula.
- STRATEGIC PLAN: Mark Migaleddi said that he had been asked by Fr. Jay and Deacon Luke to devise a plan for the parish for a year or 18 months, and a long term overall plan for the parish. The plan would be divided into four parts: Vision, Mission, Objectives, and Action. The progress of the Vision Committee has been published in the bulletin for the last few weeks. Essentially, based on a survey done in 2013, with 218 responses from parishioners we need a “community campus” with all facilities on the same site, and one worship center.
- The suggested objectives are: to improve worship, Divine liturgy and prayer life in the parish; to evangelize, to educate, to be responsible stewards of our property. Essentially, to provide a faith community where all are welcome, all are encouraged to share their time, talent and treasure within the parish and the community at large. The goal is to have this plan ready in June for the parish Council’s approval, and then have it published for the parishioners. All agreed that the biggest problem is always communication, and it’s important that this plan be disseminated in as many ways as possible.
- Barbara said, “A good example of this has been the “Prayer Shawl Ministry.” When she found out that all of these shawls were made, she thought of giving them to women who were recovering from addictions. They were so grateful that someone was praying for them. It was wonderful to see.”
- It was agreed that there are wonderful programs in the parish—CCD, Bible Study, Bereavement, etc., but we need to get “the word out” about these and other programs.
- The meeting closed with a prayer.
- Respect Life
 - March for Life went well. Many Junior High students went. The arena where the mass was delivered. The mass was not political and preached about love.
 - Very respectful group
 - 31 students, 34 other parish kids
- Youth Representation/Committee
 - Taylor Rapposelli – Sophomore at Rising Sun High School
 - Created an Instagram group – de.ylt
 - ❖ 40 Days of Lent – post a bible verse and reflect on it
 - Taylor chose the Florida shooting this Thursday, 2/22/2018. Prayer for the souls.
 - Dover – Holy Cross through the Dioceses of Wilmington
 - Maddie and Taylor have a lot of fun at these meetings in Dover.
 - Assign roles in church such as ushers.
 - Trying to get the word out for the church – This week was supposed to be “Thank your pastor Sunday”.
 - Cook for your family is next.
 - One item of news for youth from the dioceses is that the youth pastor resigned (Kyle Miller).
 - Looking for a parent representative.

Old Business

- Dioceses of Wilmington
 - Course of the year, St. Patrick’s is on the pilgrimage tour from April to December 2018, March of 2019 – open from 9 to 12 pm – Marilyn and Bill Paré will open and close the doors
 - Each of the pilgrims that are coming have a passport that need to be stamped.

- Each of the historical locations will have a mass to close.
- Re-election of positions for Parish Council Committee
- March 28th is the next meeting.

Closing Prayer

- Deacon Luke said the closing prayer at 7:30 pm.