

A Catholic Community...Our Lady Queen of Peace/St. Thomas More
Pastoral Council – Unapproved Minutes
October 5, 2020

Members of Council Present: Peggy Clark, Tanya Clark, David Dean, Lesly Jean-Louis, Margot Lutz, Jack McIntyre, Amanda Schiralli, William Shelly, Isaiah Tolbert

Members of Council Absent: Gerald Shanahan, Danielle Welz

Ex Officio Present: Dick DellaPorta, Jerry Strauss, Father Hart, Margaret Ostromecki, Mary Fromm (secretary)

Ex Officio Absent:

1. Father Hart welcomed the council and Tanya Clark said the opening prayer.
2. The Meeting Agenda was moved to be accepted by Dick DellaPorta and 2nd by Bill Shelly.
3. The May 18th Meeting Minutes were moved to be accepted by Peggy Clark and 2nd by Jack McIntyre.
4. Updates:
 - Live Stream Cameras at Both Worship Sites: Cameras are being installed soon at OLQP, and at STM soon after. Live streaming at every mass will help alleviate workload from staff for the pre-recorded masses. The 4:30 mass at each alternate worship site will be archived each week. The company contracted to do the live streaming provides security services designed to prevent hacking or other security issues.
 - Faith Formation, Youth Group, Sacramental Prep: The Faith Formation program for the four Brighton parishes have been consolidated together, under the leadership of Jen Abdulla. Over 100 families have registered for the 2020/2021 program, and very positive feedback has been received from the four parishes. Various options for instruction, including Zoom, home study, livestream, and in-person outdoor seasonal social distanced events. Registration is offered through the Cluster Website or the Ministry One app. Sacramental Prep is also beginning, using a combination of Zoom, home study, speakers, and virtual retreats.
 - Mass Attendance and Collections: Attendance at OLQP has been at about 25%, in compliance with the NY State requirements. The STM collections are over budget by \$18K, and the OLQP collections are under budget by \$520. The attendance and collections are perceived very positively, especially given the impact of Covid-19.
 - Communication/Outreach: Meghan Robinson and Robin Levy have been actively reaching out to homebound parishioners. Father Hart has recently been approved to return to the local nursing homes, on a restricted basis, particularly to perform the Sacrament of Anointing the Sick. Amanda reviewed some planned website development changes highlighting resource pages within the parish, for example, the Young Adult Group, Faith Formation, etc.
 - Mercy Middle School at STM: Mercy has taken out a month to month lease with us to rent out space at Siena to accommodate their educational social distancing requirements. We are offering a favorable rental rate, enabled by a diocesan fee which was waived for a single year. The cluster continue to look for a longer-term tenant for the space to rent at market rate in the future. Mercy has been given permission to use the church for occasional liturgy – with appropriate use of Covid-19 safety protocols, but not for choir rehearsals, which are not sanctioned by NY State at this time.
5. Topics of Discussion
 - Christmas Liturgy: A discussion regarding the plan for the Christmas liturgy was held. Due to the historically large attendance for these masses, it may be required to have attendees make reservations. Some creative ideas have been discussed by the parish staff, for example: having a pre-recorded pageant which is staged in advance with social distancing, and then broadcast at all the Brighton parish masses. Some ideas for pre-recording hymns are being investigated as well. The council expressed some concerns with how to manage the parishioner reservations in an equitable way. Tanya Clark asked about how to engage volunteers to help with Church decorations for the holidays, in compliance with the social distancing requirements. Father Hart and Margaret are welcoming ideas to help manage these situations.
 - Council Members Staying and Nominations for New Members: David Dean will take over as Council Chair, but due to the pandemic, Tanya Clark will remain as Chair and David as Vice-Chair until December. At the end of the 2020, Tanya and Bill Shelly (both from STM) will exit the council, since they have both completed the maximum two 3-year terms. Amanda Schiralli (OLQP) will also be leaving since she is now a staff member. Dan Ritz will be leaving as Trustee, and Dan Fitzgerald will be taking his place. David Dean, Lesly Jean-Louis and Margot will complete their first term at the end of 2020, and all will renew for a 2nd term. Peggy Clark and Jack McIntyre and Isaiah Tolbert terms will expire in 2022. So two new members from STM and one new member from OLQP will

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be needed. Fr. Hart suggested that all council members send an email to Tanya tomorrow with suggested nominations – and names will be drawn.

- Updating Council Contact List: Tanya asked that all council members provide any updates via email.

6. Other Items for Discussion – none.

7. Comments from Administration

- Staff Changes: Michael Dybas, the director of finance resigned, and Sharon, who was one of the bookkeepers in the Finance Department retired. Mary Kase, another Finance Department staff member, applied to be the Finance Director, and has been hired. A temporary hire has been made to replace Sharon. A backfill for Mary's position is being sourced. Scott Holcomb who coordinated the RCIA program retired, and Mary Ann Obark has been hired to do both the RCIA program and some office work. Nils Lightholder, the OLQP maintenance person has moved to a part time position associated with vendor coordination, and a new dedicated maintenance person for OLQP is being sourced.
- CMA: The 2020/2021 goals remained the same. Last year, St. Thomas More had a shortfall to the goal of \$14K, and the OLQP shortfall was \$15K. These shortfalls were made up by direct contributions from the cluster. The participation rate at both parishes were low, and this will be a focus for 2020/2021. In the fall, the financial report to the parish is due, and the CMA kick-off will be held the same weekend.
- Pastoral Planning: Pastoral planning is still required, but it is extremely difficult to do over a Zoom call. Fr. Hart is now responsible for the finances of all the parishes in Brighton. Consolidating the Faith Formation was decided as part of the 2020/2021 budgeting process.

8. Maintenance Projects at OLQP and STM: Leaks at STM have been experienced, and are very difficult to resolve, especially due to the extremely rocky soil there. A roof was replaced at STM this year, funded in part by the generous donation of the estate of Virginia Barbeau. The cost of maintaining the STM campus is relatively high, so it is really critical that a permanent renter for the Siena school space is found. Three of the stain glass windows were replaced last year, and another three are still due to be replaced. The campus at OLQP is smaller and requires proportionally lower maintenance, but an expensive project to replace the parking lot will be required to be completed this year. The Buildings and Grounds committee continues to identify smaller project at both worship sites as well – including tree trimming. The STM parking lot expansion and the addition of the handicapped bathroom there have both been placed on hold until a better understanding of the longer-term finances of the site is gained.

9. Closing Prayer - Tanya Clark

The next meeting is planned for December 7, 2020

Respectfully submitted - Mary Fromm