

**THE SOUTHEAST ROCHESTER CATHOLIC COMMUNITY**  
**Blessed Sacrament, Saint Boniface and Saint Mary's**  
**Parish Pastoral Council Meeting**  
**Monday, April 26, 2021**

MEETING MINUTES

**Attendees:** Fr. John, Patricia Marks, Cory Wirt, Amy Voelkl, Bernie Heveron, Amanda Rayburn, Andrew Miller, Julie Miller, Jeff Goldstone, Dick Kilmartin, Pat Morriss,  
**Absent:** Carol Wilson, Karen Gaffney-Christensen, Jeanne Tyler  
**Staff:** Diane Kannel, Diane Pawlik

- 1) Opening Prayer: Bernie Heveron
  - a) Meeting convened at 7:05 p.m.
- 2) Approval of Minutes and Agenda
- 3) Open discussion and Check In
  - a) Fr. John welcomes Diane Kannel from St. Mary's, who will report on Facilities
  - b) Also covers Sr. Kathleen's departure to another position with the Sisters of Mercy
- 4) Task Force Reports
  - a. Fr. John: Working with Diane Kannel and Bernie to establish Facilities Inspection Teams
    - i. Diane has developed a consistent survey to examine facilities at all three parishes
  - b. Diane Kannel:
    - i. Standard format was needed for all three sites
    - ii. We were looking for volunteers to provide expertise as electricians, HVAC techs, roofers, stained glass, etc.
      1. No one came forward, so we are using contractors. The same contractor will carry out inspections at all three parishes for consistency.
    - iii. Has approached tenants (convents, school, etc.) to ask for access to buildings for inspection
      1. Feels they will know buildings' quirks more than us
      2. Will conduct a walk-through in basements and every room.
      3. Could take time to schedule
    - iv. St. Boniface has a Facility Inspection Team (FIT) lead by Dan Holland and Rita Kramer
      1. Hoping to find volunteer for Blessed Sacrament to lead FIT team
    - v. Accomplishments:
      1. Hopefully will be done with inspections by end of June
      2. All contractors are scheduled
      3. Notified tenants of inspection
      4. SB team assembled
      5. Hope to have everything assembled for PPC in August, so can begin discussion at meeting in September
  - c. Amy recognizes the extensive amount of work that has been put into this project
- 5) Open Meeting committee recommendations
  - a) status of recommendation:
    - i) Julie apologizes for not getting the OneNote up and running
    - ii) Amy asks who will be monitoring Parish Council email

- (1) Fr. John says Diane Pawlik will be monitoring and forwarding to relevant members
- 6) Parish Census
    - a) Fr. John: apologizes for not working on this in the last month
    - b) Jeanne Tyler is now in hospice care.
      - i) Will need to look at finding a new Parish Trustee for BS
  - 7) Update on attendance
    - a) Weekend Masses and discussions of possible changes in the schedule are dependent on what priest staffing we have after June.
      - i) Also would require several more volunteers to seat parishioners, sanitize hands, etc.
      - ii) This could be more difficult with Sr. Kathleen's departure, as she does most of the recruiting and training of these volunteers
    - b) Blessed Sacrament has gone over capacity since Easter. St. Mary's getting close.
    - c) Trying to reinstitute a regular time for Confessions.
      - i) Would establish one site and time for this. Would need a volunteer to host for contract tracing, etc.
      - ii) SB is an option for Saturdays because of few weddings, ample parking, and easy access.
    - d) Daily masses are still about the same size
    - e) Dick asks about Sunday SB evening Mass
      - i) Fr. John says there is a faithful gathering, but needs to assess if we should continue this with low numbers
  - 8) Catholic Ministries Appeal
    - a) Results:
      - i) St. Mary's has gone over their goal
      - ii) St. Boniface is at about 94% of their goal
      - iii) Blessed Sacrament is at about 84% of their goal
        - (1) We need to push this by focusing on remaining balance
    - b) 5 weeks before appeal is over – May 31<sup>st</sup> is the deadline, but diocese will accept and credit donations until June 3<sup>rd</sup>.
  - 9) Discernment for selection of Parish Council Members
    - a) Thanks to those council members who made an appeal at all three churches.
    - b) Fr. John will send out a special eblast to recruit nominations.
      - i) Make it clear that parishioners can nominate themselves.
    - c) Nominations due this Sunday, May 2<sup>nd</sup>.
    - d) Cory will circulate the discernment night agenda for Tuesday, May 11<sup>th</sup>.
  - 10) June Council Meeting Plans
    - a) Several ideas were floated for an outdoor evening to welcome new council members.
      - i) Cookout, boxed lunches were discussed with regard to COVID limitations.
    - b) Subcommittee formed: Bernie, Julie, Pat Marks and Cory
  - 11) Ministry Reports
    - a) See attached
  - 12) Closing Prayer: meeting finished at 8:45.

Next Meeting: May 24  
 Opening Prayer: Amy Voelkl

ADDENDA

## **Report Format for Ministries SERCC by Parish Council**

### **Ministry: RAIHN**

Reporter name: Amy Voelkl

Date: April, 2021

Contact: Kathy Little

Updated information

Summary

We had to stop housing our guests in the congregations. We are still a support for the First Universalist church along with the Church of Latter Day Saints. RAIHN is also transitioning to become part of Family First. That is the group that started it. Rochester chose to be on its own until this year.

It has been a difficult year. We had to house guests at the Comfort Inn in Greece and provide gift cards so that they could get their meals. This increased the cost. Before our volunteers would prepare meals, eat with them and help out with homework or babysitting. They recently rented two apartments and we will be back to bringing meals but not spending time with them.

Recommendations

Questions

Next steps

- Fr. John is reviewing a new covenant needs to be signed.
- Decide if we should continue with this Ministry.
- If Ministry is to continue, more volunteers will be needed.

Need for any Council Action? Yes \_\_\_ or No \_\_\_X\_\_\_

If yes what type of action?

## **Report Format for Ministries SERCC by Parish Council**

### **Ministry: Music Ministry**

Reporter name: Amy Voelkl

Date: April 2021

Ministry Contact: Chelsea Barton

Updated information

Summary

- Continuing to provide music for masses at the three sites.
- Able to work more closely with cantors, provide coaching and recordings ahead of time
- Started the First Fridays music series at St. Mary's, which has been well received.
- Audio-visual/bandwidth challenges at St. Mary's – especially on Friday nights. Chelsea and Margaret have pre-recorded some of the concerts on their personal AV equipment rather than using the live stream.

Recommendations

- Increase bandwidth and ensure internet connection is secure to increase reliability.
  - Currently under review
- Move forward with a concert series at St. Boniface in the future
- Bring together a kids' choir – schedule around faith formation timeframe
- Per Diocese, able to have a small choir/schola. Looking into that at the three sites.
- Last summer started a two-stage project on the Austin (loft) organ at St. Mary's to replace faulty wiring. Stage 1 is complete, but Stage 2 is not yet done and will be very costly. Finance is aware of this.

Questions

Next steps

N/A

Need for any Council Action? Yes \_\_\_ or No X\_\_\_

If yes what type of action?

### **Report Format for Ministries SERCC by Parish Council**

**Reporter name: Amy Voelkl**

Date: 3/17/21

Contacts: Jeanne Muhl-BS/Mary-Alyce Streb-SM

Updated information 3/17/21

Blessed Sacrament: currently there are 6 active participants in the group who knit a variety of things scarves, baby sweaters, a few prayer shawls. Some are given to the supper program, the refugee group in the school, birth right, etc. The shawls were kept in Sue Howard's cupboard at Blessed Sacrament.

St. Mary's: currently there are 2 active participants and the shawls are given out upon request. Mary-Alyce Streb keeps the shawls in her home.

Recommendations:

Combine the ministries into one.

Find a central spot for storing the shawls that can be accessed when a shawl is requested

Keep a log of who receives the prayer shawls

Include a card with each shawl with a prayer and an address for donations

Revitalize the ministry with an article in the bulletin and/or email blast

Invite St. Boniface to join this ministry (Marcia Condon?)

Identify a staff contact for the ministry

Questions for Consideration:

Is there a parish policy on prayer shawls as far as distribution?

Are there guidelines on who gets the shawls?

Could a budget be developed to offset the cost of yarn for the shawls?

Currently, the Homespun yarn (preferred) is @ \$20/shawl.

Is there a staff liaison for this ministry?

Need for any Council Action? Yes X\_\_\_ or No \_\_\_\_\_

If yes what type of action?

Consideration of a budget and response to questions and recommendations outlined above

### **Report Format for Ministries SERCC by Parish Council**

**Reporter name: Bernie Heveron**

Date: April 26, 2021

Contact for the ministry Deacon David Palma

Updated information: **Downtown Community Forum**

Because of the pandemic, we have not been able to hold in person gatherings. We talked about ZOOM. However, the Forum is meant to be for more folks than just our church community. It also is important to have interaction between presenters and audiences. There were too many challenges in terms of advertising and technology. The hope is to be able to start up in the Fall. At that time we will be looking for volunteers to help out.

**Next Step Program** – This is a program that is run by the Blessed Sacrament Supper Program. Mary Jo Lightholder is the Director and would be able to give you more information. I believe, since the Supper Program is doing take out meals, that the Next Step Program is on a break until the pandemic restrictions wind down.

**ROC/Acts** – At this point, we are still a member. I have been attending the Religious Leaders Caucus meetings since I returned from my sabbatical in January. Unfortunately, I have had some conflicts with attending Board Meetings. I will try to attend this month. However, we really need to find a volunteer to serve on the Board to represent our community. I believe our membership in this organization is crucial during this time in our city. It is truly a transformative organization in our city. At its core it is based on Catholic Social Teaching. I am proud that in its infancy it was a ministry of St. Mary's until it established a 501c(3) corporation.

Need for any Council Action? Yes X or No \_\_\_\_\_

If yes, what type of action?

As David mentioned, it would be good to have a volunteer to serve on the Board of ROC/Acts representing the St. Mary's community.