

**Pastoral Council Meeting Minutes**  
**May 31, 2017, 7:00 PM - Knight Hall, Christian Service Room**

**Meeting called to order at 7:00 p.m.** by Terry Callahan

**Members present:** Fr. Brendan, Terry Callahan, Daniel Eckl, Karen Ekizian, Lesley Grant, Carol Lavigne, Patrick Stoll, Milton Tobar, Bob Smart, Estrella Villafranca-Ruiz, Maria Elena Mendoza-Tellez, Gary Tucker, Marc Mastromonico, and Shawn Patrick. **Members absent:** none

**Faith Sharing:** Estrella

**Summary of Candidate Terms:** Terry, Marc and Maria Elena are ending their terms this year. Bob, Daniel, Karen, Lesley, Estrella, Milton, Gary, Carol, Shawn and Patrick are staying.

**Terry and Gary welcomed our PC applicants**

- Current PC members introduced themselves, shared a few words about their PC experience.
- PC Applicants: Delia Campbell, Maureen A. Casamiquela, Marie E. De Bella, James Vogeler, Ray Frericks, Elizabeth Nigro, Nancy Trujillo, Sharon Smith, Patrick J. Hart, and Mary Ann Wilkinson briefly introduced themselves and shared why they were considering PC as a ministry.
- Fr. Brendan explained why PC is important to the Pastor and thanked applicants for their interest in volunteering their time and talents.
- Pastoral Council: Discussed and narrowed the applicant list to: Ray Frericks, Delia Campbell, Mary Ann Wilkinson and Sharon Smith as the new 2017-2020 elected PC members.

**May Minutes were approved.**

**Fr. Brendan Report**

- **Clergy update:** Fr. Dave is not coming back to serve our community due to health issues. Fr. Tony Park will be ordained in June 10, 2017.
- **Confirmation:** masses went well on Friday and Saturday.
- **Outreach/FAM updates -** Organizations outside of the church like Alcoholics Anonymous (AA) and American Civil Liberties Union (ACLU) had requested the use of the facilities to hold their monthly meetings. The church reserves the right to refuse requests for the use of the church facilities to those organizations whose ideas are not consistent with St. Edward's "House of prayer, House of the poor" philosophy. More requests of donations to support missionary work in Tijuana, Mex., Santa Ana, etc. and within our community are being reviewed. This is the first year with an Outreach budget. Money has been/will be designated geographically (i.e. within the Parish, local, diocesan, national, international, etc.) per categories to serve the different groups in a more organized manner.
- **Fiesta** – great attendance! Some changes were made to the logistics, which went well. The financial report will be ready soon. It was a safe weekend.
- **PSA** – the number of parishioners participating is under 600 with contributions of \$90, 000 over the PSA Goal of \$238,000. PSA planned announcement for this summer to the congregation will be postponed/cancelled as the Parish is working on the new Pastoral Center project.
- **Summer visitors** - Father Achilles will be visiting in July for five weeks and another missionary will be coming in August.
- **Feasibility study & Parish Center update** - Fr. Brendan met with the Pastoral Center Advisor (PCA) group to discuss the project's next steps. In a couple of weeks Fr. Brendan and the PCA group will meet with an architect to develop a rough draft estimate to start the process. After that, a meeting with the city will be scheduled to go over the requirements needed. The Feasibility Survey is starting in June.

- **Parish administrator update/applicants** - A committee was formed to interview candidates. The committee is in the middle of the interview process discerning among very qualified candidates. A final decision will be made in a few weeks.

**Stewardship - House of prayer - House of the poor**

- A draft calendar for next year was sent via email to PC members for review.
- July 5<sup>th</sup> meeting – this is the last meeting of the year. The new PC members will be invited to attend. Estrella volunteered her house to host the event more details to come via email.
- Info Card – Proposed Plan - Shawn & committee  
 The action plan was discussed which includes, distribution of cards in pews, draft masses announcements for presiders, bulletin and website articles, organize a calendar of PC members to man the tables to answer parishioners’ questions, and collecting and accounting cards. Bulletin adds will be done in June. Announcements will be done from the ambo showing the card. The census only requires basic information about adults & children living in the household. Cards can be returned to the office or placed in the collection baskets. Every weekend during the month of June, announcements will be made by the presider in each mass at both, St. Edward the Confessor and San Felipe de Jesus. Father Armando will be making the announcement in the Spanish masses. Logistics were discussed as of how to better communicate with Hispanic parishioners i.e. at the beginning of the mass rather than at the end or right after the homily. Tables are going to be set up next to the Parish office in St. Ed’s to help parishioners fill out the cards and answer questions rather than directly outside of the church. A calendar will be sent via email to volunteer manning the tables. Father Brendan approved the plan so the PC can move forward with the Parish Census. Updated cards will go directly to Barbara and new cards will go to Pastoral Council to make the welcome calls.
- A welcome packet has been designed for the new parishioners. The packet will include a welcome letter from Fr. Brendan, a list of the Parish Ministries, Parish School information, a Parish directory & Mass Schedule, stewardship guidelines, and Faith Formation information. The packet will also include any other information that is pertinent to that specific point in time of year (For example: Parish Advent Calendar, or Fiesta). This packet will be delivered personally by the Welcome Ministry. Target date to welcome new parishioners with this package is August, 2017. The new parishioner(s) will be invited to meet at with a Welcome Ministry team member (on St. Edward campus) to receive their personal packet.
- Census will be done annually as part of our housekeeping to update our database information as we close our year. Reward ideas were discussed to incentivize parishioners to participate in the census.

**Roundtable discussion**

- Gary – Gloria Dei invited San Edward the Confessor to the opening of the new sanctuary.
- Lesley – gypsy family continues to show up in the parking lot. They have been more aggressive in asking money. Father Brendan said that help has been offered through our ministries which they have refused.

**Closing Prayer:** Estrella

**Next meeting:** July 5<sup>th</sup>, Notes & Faith Sharing-Gary. Meeting will be at Estrella’s house, more details via email.

**Meeting adjourned at 9:05 p.m.** Respectfully submitted by Estrella Villafranca-Ruiz