

# **The Pastoral Advisory Council (PAC) of St. Luke Church**

**Tuesday, September 20, 2011**

## **Meeting Minutes**

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**In Attendance:** Monsignor Andy Varga, Fr. Rene` Mangahas, Sr. Maureen Fleming, Lorraine Marrone, Deb Toner, Jill Toner, Jose` Vega, Jeff Ford, Carl Liba, Walt Ciciora, Ron Wayne, Max Moran, Ed Bagnulo, Pat Del Bello, Jack Mullen

**Excused:** John Krubski, Greg Taylor, David Katter, Nola Ungari, Allie Krubski

**Opening Prayer:** PAC jointly recited Parish Mission Statement

**Review & Approval of 6/14/11 meeting minutes:** Deferred until 10/25/11 meeting.

### **Chairman's Update---Jeff Ford:**

Jeff reflected on how moving and wonderful the Parish's remembrance of the 10<sup>th</sup> anniversary of 9/11 was beginning with the sunrise Mass at Sherwood Island on through the choir's beautiful performance at the 11am Mass to the annual parish picnic in the afternoon.

Jeff challenged each member of PAC to 1) make each day special to someone, 2) restart the home gatherings and 3) be thinking about a second "BIG THING", in addition to the home gathering, that PAC can undertake this year.

Jeff had each Council member and guests introduce themselves since it was the first meeting of the year.

### **Pastor's Update---Monsignor Andy Varga:**

Monsignor reiterated how very special our 9/11 remembrance was and offered a "hats off" to Max Moran for how enjoyable and well run the parish picnic was. Only glitch to the picnic festivities had to do with the inflatable equipment vendor and was ably handled by Deb Toner.

### **Finance Council Update---Carl Liba:**

Carl reported that the parish had \$20K in retained earnings for the fiscal year 2010/2011. It was a rough year financially; the offertory was not as strong as the FC had planned, but Msgr. Andy's strong stewardship saw us through. A 2% increase in the offertory is budgeted for 2011/2012.

The remaining amount (\$129K) of the Gathering Space construction loan was recently called by People's Bank. \$75K was immediately taken from the parish's investment account and transferred to the bank to reduce the amount due to \$54K. Payment terms for this amount are being negotiated with People's. However, Monsignor Andy and the FC would like to eliminate the loan as quickly as possible. To this end a letter will be sent to all parishioners asking their

support in eliminating the bank loan and to generate funds (+/- \$15K) to repair the community room roof. The approach of the letter will vary slightly depending on whether or not the recipient had been a contributor to the Building Fund in the past. It was noted that there has been a small increase in the second collection on the first Sunday of the month since the envelope has been changed to focus on the Gathering Space Loan rather than Catholic School support.

Diocesan auditors will be meeting with Monsignor Andy, Jeff Ford, the FC and Lay Trustees on 9/21/2011 to review their audit of the parish's financial practices and procedures. It is anticipated that the audit will be most positive with a few procedural issues that may have to be addressed, if possible. (Note: The meeting was held and the audit was as anticipated.)

**SLY (St. Luke Youth) Update---Deb & Jill Toner:**

SLY's current membership is 56 youths; 47 are returning members, 9 are new sign-ups. Approximately 35 are active on a regular basis. Members come from public and private schools in Westport, Fairfield, Wilton and Weston.

SLY plans a monthly teen Mass (last Sunday of month except Christmas). Additionally, plans are currently underway to develop a teen music ministry. Meetings will be held with the Fairfield University Student Music Director, key musicians will be identified, and rehearsals will begin in October. SLY's objective is to launch the music ministry by January, 2012.

In addition to the monthly teen Mass SLY has a host of other activities planned for 2011/2012. They include The Living Stations presentation on Good Friday, a visit to St. Patrick's with an audience with Archbishop Doyle if possible, a two day Spring Retreat in April, the annual CHWC mission trip to Kansas City next Summer (**adult chaperones are needed**), promotion of Silver Ring Thing (a chastity program), and a series of community service work and outreach projects based on the Beatitudes.

Everyone agreed SLY was a great asset for the Parish. Pat Del Bello suggested that a bulletin insert be developed to explain and promote SLY to the whole parish. Similar inserts could be created for other ministries and parish activities.

**Religious Education Program---Lorraine Marrone:**

The program currently has 240 registered children. Lorraine's goal is to have kids "want" to go to religious formation.

**Miscellaneous:**

**PAC Chairperson**—Jeff Ford was unanimously re-elected for the coming year.

**Home Gatherings**---Pat Del Bello reported that 7 have been held to date; she will restart promotion of the Gatherings; asked PAC members to host, if possible. Pat suggested photographs from Gatherings be pinned on panels in our Gathering Space.

**Parish Website**---Max Moran reported that development had been "on Summer Vacation" and that he would get back at it.

**Parish Directory**—A very brief discussion was held on whether directory should be web based only or include a paper element. Ron Wayne agreed to “take charge” and come back to PAC with suggestions.

**Fund Raisers & Social Activities**---Another very brief discussion was held on this subject. It was agreed that the Christmas Gala could be a more substantial fundraiser, but how. Need ideas. Need to reach out to Sr. Maureen, Lorraine and Deb.

**Bereavement Ministry**---Sr. Maureen is implementing a care givers program to enhance this ministry.

**Christ Renews His Parish (CHRP) Program**---Pat Del Bello distributed a three page fact sheet explaining CHRP, a parish renewal process recommended by the renewal office of the National Conference of Catholic Bishops. Because of the hour no meaningful discussion followed. Pac members were asked to take the fact sheet home, review it and be prepared for possible discussion of the process at the 10/25 meeting.

**Closing Prayer:** PAC jointly recited the Prayer for St. Luke Parish

Respectfully submitted,

*Ed Baguolo*