



## Pastoral Council Minutes

Date: February 13, 2024 7:00PM

### Attendance:

Member	Present	Member	Present	Member	Present
Mae Villanueva	x	Anna Fowler		Michelle Kaiser	x
Benjamin Pappas	X	Heather Curran	x	Quyen Le	x
Mary Makhoul	x	Jacob House	x	Steve Vebber	x
Mike Wrzesien		Robert McKinney	x	Kathy Sales	x
Shailesh Maingi	x	Ferrel Guillory	x	Fr. James Singarayar	x
Tricia Henry	x	Marie Bagin	x	Msgr. Michael Clay	x

**Guests:** Jenny Hammond (communications consultant), Melanie Elliott (Communications Committee member)

### AGENDA:

Location: [Zoom](#) and Anthony Conference Room

Presider: Fr. Michael Facilitator: Mae Secretary: Heather

### Opening Prayer

#### Presentation on NC State communications consultation + Q&A

1. Review of Communications Committee survey results
  - a. Research reviewed 3 faith communities.
  - b. Focus groups
    - i. Included 3 groups- 1. Teenagers, 2. In- Person Sessions 3. Virtual Session. 42 total participants
    - ii. Focus group limitations included deviations in conversation and parents present for teenagers
    - iii. Survey had good representation, but limited reach within the young adult demographic
  - c. Social Media
    - i. Results provided opportunities for improving social media content
    - ii. Youth have vocalized desire to utilize Instagram stories and minimize repetitive content.
    - iii. People are not utilizing St. Francis serves. Justice and Peace is working on how to improve engagement/utilization
  - d. Survey results
    - i. High percentage respondents utilizing electronic bulletin
    - ii. People reported they'd like to see personal news (baptisms, weddings), diverse digital content, and content about parish activities.
    - iii. Suggests we should re-state the communication regarding why we as a parish we have chosen the electronic method.
    - iv. Based on results the committee has already lengthened the format of the bulletin to included the requested information.
    - v. Encouraged to maintain "community feel"
    - vi. Ensure communication is developed with consideration for our multigenerational community
2. Communication Committee Accomplishments
  - a. Expanded bulletin
  - b. Established monthly "get connected" Sunday and monthly notice

- c. Made to adjustments to social media accounts based on feedback
  - d. “Get Connected” weekends will be happening monthly through July. During January’s weekend 100 parishioners were helped.
  - e. Created a parish brand guide – will ensure the guide is password protected on Realm
3. Recommendations from the discussion
- a. Fr. Michael stated, “We have to evangelize within the context of the culture we live within”
  - b. Emphasized the importance of our parish sharing our stories for the purpose of evangelization
  - c. In future, more information from the 18-34 demographic is needed to understand and shape our social media use.
  - d. We have a lot to say and a lot to share.

### Approval of Minutes

Mae Villanueva requested feedback on the Pastoral Council Minutes of 1/16/24. There were no changes requested. **Vote Taken** - Motion to approve by Marie Bagin and 2<sup>nd</sup> by Benjamin Pappas. Motion was approved.

### General Updates

1. Staff Updates – Kathy
  - a. Director of Liturgy and Sacraments position is now open
2. Finance Updates – Steve
  - a. Report to be [attached](#)
  - b. 2024 giving is up compared to last year by 2.3% but lower than 4% increase goal
  - c. Capital projects identified for next 6 months- Ballfield access, TFS courtyard, and refreshing SFP Exploration Station
  - d. Columbarium strategic question “whether or not to plan for future expansion” remains at forefront of pastoral council review
  - e. Endowment of \$5,042,074 had 8.6% return.
  - f. Large maintenance capital projects on the forefront- including boiler replacement that may cost near \$1 million dollars, Total replacement of parish sound system
  - g. Quick drop in parish giving and parishioners leaving parish- only anecdotal possibility is response to a climate change homily given in November.

### Action Item Review

1. NC State Communications consultation will be reported on next meeting – Completed this evening by Communication Committee representatives
2. Seek insight, thoughts, and concerns from parishioners regarding the columbarium, potential expansion, and role within our parish – **ALL** – Continue to discuss at meeting on 4/09.

### Ongoing Business

1. By-Laws Approval
  - a. The 2/02/24 draft of the Pastoral Council By-Laws was reviewed and discussed.
  - b. **Vote Taken** - Motion to approve the Pastoral Council By-Laws as presented was made by Ferrel Guillory and seconded by Steve Vebber. The motion was approved.
2. Pastoral / Strategic Planning Update
  - a. Strategic framework shared by Jacob House
  - b. Strategic plan for the parish includes the entire community- church, columbarium, preschool, and TFS

c. Discussion

- i. "Dealing with the side effects of growth"-Ferrel Guillory. The work presented is very encouraging
- ii. Great work to the strategic planning committee- excellent output
- iii. The next strategic planning committee meeting will determine the year 1 objectives to be able to incorporate these objectives into parish fiscal planning.

**New Business**

Request for meeting documents to be sent to council members 48hrs in advance of the meeting.

**Close**

Agree Actions and Owners

- a. Continue discussion with parishioners regarding columbarium. **ALL**
- b. Closing Prayer

**Next PC Meetings: Apr 9, Jun 4<sup>th</sup>**