



## ST. FRANCIS OF ASSISI PARISH

6245 Wilmington Pike Centerville, OH 45459-7108

### PASTORAL ADVISORY COUNCIL (PAC) MINUTES – June 2, 2015

**The meeting commenced at 8:01 pm.**

**Attendees:** Father Tom Schmidt, Deacon Chris Rauch, Jim Franz, Joe Schmidt, Mary Ellen Singer, Roger Dunlap, Shanna Romeo, and Jim Baumann.

**Opening Remarks:** Jim Franz welcomed everyone to the meeting.

#### **Reports:**

- Social Action Commission (Jim Franz):
  - Ministry Fair was discussed; several people inquired about the Commission, however, there were no immediate sign-ups.
  - Ongoing activity was discussed to improve communication flow and coordination with ministries that have Social Actions interest.
  
- Faith Formation Commission (Joe Schmidt):
  - Ministry Fair was discussed; several people inquired about the Commission. The Commission is in need of new members.
  - Baptism Ministry was discussed, specifically inviting couples who recently completed baptismal classes back to discuss the experience during Baptismal classes.
  - Vacation Bible School speakers are setup and ready to go for July.
  
- Worship Commission (Shanna Romeo):
  - Declining Mass attendance was discussed.
  - Childcare during Masses was discussed; a recommendation to the PAC is still pending further investigation.
  - The Commission reviewed its updated charter.
  
- Finance Committee (Jim Baumann):
  - The Committee is conducting an internal procedural review
  - The annual Archdiocesan audit is expected in the fall.
  - This year's finances will run a deficit. The exact amount is yet to be determined, but will be reviewed with the final 2015-2016 annual budget at the upcoming August PAC meeting.

- Jim Baumann replaces Christine Gallagher as Committee Chair (effective with new fiscal year starting 1 July). The Committee expressed its appreciation to Christine Gallagher for her service to the Parish as Finance Committee chair.

#### **Old Business/Action Items:**

- The PAC approved the Meeting Minutes from the May 5, 2015 meeting.
- PAC Recruitment (Jim Franz): Three nominations were brought to Father Tom for consideration.

#### **New Business:**

- Deacon Chris discussed three projects proposed for next fiscal year:
  - Replacement of Heating Ventilation and Air Conditioning (HVAC) control system is needed immediately. The PAC discussed the project and the estimated costs (\$10,000-\$12,000) in detail; after a robust discussion the PAC unanimously recommended approval of the project to Father Tom. Father Tom approved and authorized the repair.
  - Replacement of 2 awnings was discussed and will be proposed in next year's budget.
  - Replacement of the Parish sign along Wilmington Pike was discussed and will be proposed in next year's budget.
- Deacon Chris discussed the reorganization of the Parish administrative staff which goes into effect with the new fiscal year. There will be one receptionist available during 9am-5pm office hours (3 part time positions), one full time Bookkeeper/Pastoral Assistant position, and one full-time Communications/Data Management/Religious Education Secretarial position.
- Deacon Chris also discussed the plans to reorganize the Parish office space with the assistance of George Petrosky, Parish member and local architect.
- 'Redeeming Administration' (Jim Franz):
  - Jim Franz led discussion of a discussion of Chapter 4, 'Agape'
  - All PAC members should be prepared to discuss Chapter 5 at the next PAC meeting; Joe Schmidt will lead the discussion

#### **Action Item Review:**

- Action Item #15-1: The Worship Commission will provide PAC a recommendation concerning Child Care during Mass by fall 2015. Status: OPEN

**Closing Remarks:** Jim Franz thanked everyone and closed the meeting. The next PAC meeting is scheduled for Tuesday, August 18, 2015. The meeting concluded at 9:10 pm.