

**St. Frances of Rome Parish
Parish Pastoral Council Meeting Minutes
March 10, 2021 6:00 pm**

Present: Fr. Lou Meiman, Ed Farmer, Dutch Boehnlein, Mary Masick, Anne Hogan, Jane Wehner, Billy Reed, Mike Schoenman, Suzann McGarvey, Sharon Coonan

Sharon opened the meeting with a prayer at 6:02 pm.

Please see attached agenda and financial statement

- 1. Introduction of Suzann McGarvey & Update on Steve King:** Sharon introduced Suzann McGarvey, Administrative Assistant, to the council. She also gave an update on Steve King. Right now, it looks like he will be returning in late May or early June. He is available via phone or zoom to answer any questions we may have.

- 2. Financial Report:** Dutch gave the January 2021 financial report (see attached). The balance sheet is showing that we have almost \$58,000 in the church checking account at this time. He reported that \$50,000 was moved to the Archdiocesan savings & loan account for a better interest rate. The Archdiocese holds this account for all parishes to borrow from; however our funds are always available when needed. Our balance in this fund is \$242,000. This balance includes the PPP loan of \$41,000, which at this time is showing as a payable. We have not received notification of forgiveness from the bank, yet. Once this happens, the funds will be the churches to keep. He reported that we have \$129,000 in capital improvement fund. We will be using these funds to pay for the upcoming plaster and painting jobs.

- 3.** Dutch gave a report on the income statement which is showing favorable at \$234,399 compared to budgeted 177,666. The budget had been adjusted due to the thought that collections would be down due to Covid in the first 7 months. However, due to income from IRAs at the end of the year, our collections were better than expected. Also, we received donations last summer after sending out a letter asking for donations. The Non-picnic/picnic letter did not go out last year. This letter will be going out in the near future.

- 4. Talgrace Update:** Dutch reported that he and Teresa were able to negotiate a new contract with Talgrace. Previously, we were paying \$712/ mo. with no contract. The new contract will be \$500 a month per parish. Dutch negotiated a \$2137 credit for SFR that will be taken over next 4 months. Sharon has created a communications team that will have input on Talgrace and other communication items. Sharon & Suzann will receive training from Talgrace and will meet with them weekly. Suzann will control the content of our website. A joint committee will be formed with St. Leonard to make sure there is no overlap and to control what we are asking of Talgrace. Teresa Riggs and Ashley Logsdon will represent St. Leonard. Sharon and a SFR volunteer will represent SFR. There are still questions to be asked about the contract.

- 5. Update on plastering/painting-**Dutch reported that we received approval from the Archdiocese to go forward with the plastering work and painting inside of the church.. He emailed John Schnurr to make sure we are on track to start Wed. April 7th. If it goes as planned, Sharon, Kathy Leonard and the committee will orchestrate the storage of church items. Sharon reported that she met Kathy today and that supplies for packing are purchased.. The church will be closed 4 week at a minimum. Hoping to be finished by May 5. Billy Reed

asked if we would qualify for a grant from the historical society. Mary will send a note to Steve Wisner who may be able to help with this. The decision has been made that all of our regularly scheduled Masses will be held at St. Leonard.

- 6. Report on Holy Trinity Clifton Center-**Dutch reported that he is pleased with how the new agreement will work out. It will be cleaner and nicer in the alcove area for the nursery. Andrew has worked it out that the Children's Faith Formation will be able to use classrooms. Dutch, Andrew and Mary cleaned the elevator room and old storage room.

- 7. Landscaping update-** Greg Bennett, landscape design artist, came and rendering of the church, parish house and Clifton Center grounds. Anne, Dutch and Mary met with three contractors, Brainer Bros., Lawnco and Proturf. Lawnco suggested that planting would be best during the Fall or Winter months. It was discovered that we only have one water spigot and it is on the side of the parish house. Jerry Clayton will have Blackburn and Davise give an estimate on adding one to the church building. Should receive estimate back this week.. Sharon reported that Sister Carmelita requested the tree in the alley that was donated in a sister's name not be taken down.

- 8. Formation of Communications committee-**Sharon spoke to Steve King about his work and vision on the committee. She met with the committee on February 25th. Feels it is a good group as each come with different forms of expertise. Billy Reed will become a contributor in the newsletter. She reported that she submitted the Talgrace contract to the committee for review. RFX and Office Computing will come on sight to give us recommendations on updating the wifi to improve Mass livestreams/reordings. The communications committee will meet every other week.

- 9. Stewardship Campaign Update-**Suzann reported that we have received 112 packets of the 400 sent out to parishioners. Sharon and Suzann will meet next week to go over next steps in the campaign. The goal is to have the Kindness & Caring Committee make phone calls after Easter to check on parishioners and either thank them for returning form or reminding them they still can be turned in. This should be completed by the end of April. Sharon has created new parishioner packets that are now in the entrance of church. We have registered 3 new parishioners since the beginning of the year.

Fr. Lou reported that he feels that there is spirit rising at parishes and feels we will come out much stronger. He is hoping to plan a joint outdoor mass for Pentecost.

Next meeting- Wed. April 14th 6-7 p.m. on zoom and in person

Meeting adjourned at 6:56 p.m.

Respectfully submitted,

Suzann McGarvey