

**St. Frances of Rome  
Parish Council Meeting Minutes  
December 12, 2023**

Attendees: Fr. Johnson Thekkudan, Mary Masick, Mary Keyer, Bill Johnston, Shannon Burns, Greg Brotzge, Therese Bawa, Sharon Coonan, Sr. Agnes Coveney, Jane Wehner

Absent: Fr. Lou, Laura Harpring

1. Opening Prayer: Fr. Johnson Thekkudan led the Our Father and the Hail Mary.
2. Staffing Update: Mary M. reported that the leadership team is using the synodal listening process to listen to staff, cantors, and volunteers to determine the best fit to fill the position left by Rick Knoop.
  - a. Fr. Lou had previously suggested a part-time position.
  - b. Mary M. and Dutch B. will assess our finances to determine our ability to fund a position.
3. Letter to Parishioners and Finance update: Mary M. stated that 30% of charitable giving occurs within the 4 weeks prior to Christmas.
  - a. Mary M. reported that last week's collection was 11 K. With additional collections, our deficit is now below 10K.
  - b. Mary M. suggested that we pause the letter to parishioners until after the first of the year. Parishioners have asked for more detail regarding the budget, such as a full income statement.
  - c. Mary M. will ask Dutch to give a financial update at our January meeting.
4. 2024 Opportunities from Parish Council Members : Mary M. asked that the present members voice ideas for our parish to focus on in the new year.
  - a. More get-togethers (Friendsgiving, etc.) since these tend to draw a good crowd and encourage community among differing regular mass time parishioners. (Jane Wehner)
  - b. SFR gather with HT school families (Bill Johnston)
    - i. HT enrollment is around 90 students with a cap of 100 students.
    - ii. Sharon C. stated that the HT students currently use our church for Eucharistic Adoration and as a worship space. Sharon C. stated that Ann Drury has retired and was our contact to reserve Clifton Center space. Our contact now is Katie.
    - iii. Sharon C. suggested that we communicate with the SFR parishioners of our current relationship with HT School and we could suggest future events that involve after school worship and fellowship opportunities.
    - iv. Bill will research how PC members can take a school tour for more information.
  - c. Our church should facilitate more community dialogue concerning the war in the Ukraine, Isreal and Palestine. (Shannon Burns)
    - i. Sr. Agnes suggested hosting a speaker to educate and discuss the writings of Pope Francis on Peace, Immigration, etc. This would be followed by small group discussions.
    - ii. Sharon C. suggested attending Eucharistic Adoration with Fr. Johnson to pray for peace and for the healing of the division.
  - d. Joint Parish Council meeting with St. Leonard Parish Council. (Greg Brotzge)
    - i. Greg suggested that working together we could broaden our reach in the community.
    - ii. Mary M. will reach out to Julia B. to see if we could meet jointly in February or March.
  - e. SFR parishioners to support theatre and events at the Clifton Center Campus. (Mary Keyer)
    - i. SFR parishioners need more information regarding events held on campus to allow us to support HT school children and their families.
  - f. Blessing of vehicles for the New Year. (Fr. Johnson Thekkudan)
    - i. Fr. Johnson and Alison have recently been involved in car accidents. Parishioners can bring their vehicles to the church parking lot for blessing with holy water and prayers of St. Christopher.
    - ii. Sr. Agnes suggested that this event occur in January.
  - g. Monthly family gatherings for the parish and for youth religious formation. (Therese Bawa)
    - i. Therese suggested reserving space in the new year for a monthly gathering in the Clifton Center for families and parishioners to gather, bring food, pray, discuss current events in light of Church teachings and provide youth formation in tandem with the liturgical calendar.
    - ii. Sharon C. stated that we need to activate parishioners to take on more events. She suggested that we create a Parish Activation Committee in January.

- iii. Sharon C. stated that the Liturgical Scheduler volunteers are in constant flux and it is difficult to find Mass volunteers to continue the worship we currently experience.
  1. Therese has volunteered, with her husband, Dilpreet, to review the software and determine if it fits our current needs and/or best practices.
  2. Mary M./Sharon C. will contact Therese regarding the software version used and any training manuals that were presented to the staff.
5. Closing Prayer: Fr. Johnson led the Hail Mary followed by silent prayer for healing in the Ukraine, Isreal and Palestine.
6. Next meeting January 9, 2023 – 6pm Parish House