

**St. Frances of Rome
Parish Council Meeting Minutes
November 14, 2023**

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

Absent: Fr. Lou, Laura Harpring

1. Opening Prayer: Sharon C. distributed U.S. Synod Prayer/Synodal Prayer cards.
 - a. Mary M. led the Synodal Prayer.
2. Finance Update: Dutch reported our current deficit of 27K, in addition to the 28K deficit currently budgeted gives us a YTD deficit of 55K.
 - a. Nov/Dec IRA contributions will help – please encourage all to contribute
 - b. Expenditures need to be reviewed (salaries, pastoral allowance, etc)
 - c. SFR borrowed 20K from Archdiocese.
 - d. SFR balance 286K in savings, 65K in restricted capitol improvement account
 - e. Dutch is willing to ask the parish for donations. (emails, letters, small asks, announcement at mass)
 - f. All PC members encouraged to ask fellow parishioners to generate giving.
3. Fr. Johnson Thekkudan introduction: Mary M welcomed Fr. Johnson.
 - a. Fr. Johnson introduced himself and gave us the history of his pastoral journey.
 - b. Fr. Johnson invited all to reconciliation 30 minutes prior to all scheduled masses.
4. SFR Mission Statement: Deferred to a later meeting
 - a. Fr. Lou would like it to be short enough for us to be able to memorize and share it with parishioners.
5. Staffing Update: Mary M. reiterated Fr. Lou's request for a music/worship director position to be filled.
 - a. The finance committee will need to review current expenses before creating a job description.
 - b. Mary M. has developed a questionnaire and interviewed staff to determine needs that could be addressed in the new part-time position.
6. SFR Communications Flowchart: Mary M. reviewed the flowchart with staff to ensure that PC is informed about decisions before the rest of the parish.
 - a. This information will be received via email to the PC.
7. Other Activities:
 - a. Rick Knoop's retirement reception: Sharon C. indicated that the Worship Committee will chair and coordinate this event. The WC meets next Tuesday 11/21/2023.
 - i. Contact Jo-Dee Jackson with ideas or suggestions.
 - ii. Mary K. suggested asking parishioners for donations or close friends for ideas.
 - iii. Nov 1, 2023 was his last day, but he played for Ward Robinson's funeral Mass 11/11/2023.
 - b. Suzann McGarvey's appreciation gift: Sharon C. will purchase a St. Frances of Rome sterling silver medal (nickel size) and chain to gift to Suzann for her 3 years of service to our parish. This will accompany a card and gift card.
 - c. Friendsgiving 11/16/2023: Sharon C. indicated that we have received 168 RSVPs for the event and that they plan on 10 percent more in attendance.
 - i. 180 RSVPs were received for the 2022 event.
 - ii. Several residents of Sacred Heart Village will attend.
 - iii. The event is open to all and is free. Can goods and free will donations for UCHM are appreciated
 - iv. Therese Bawa will bring extra bulletins for the main table for attendees interested in joining our parish.
 - d. Fr. Lou update: Sharon C. said there is no timeline for Fr. Lou's return.
 - i. PC members in attendance signed a card to be sent to show our support.
 - e. Thanksgiving Day Mass for both parishes will be celebrated at 10am at St. Leonard's church.
 - f. Please encourage all parishioners to read the bulletin and electronic newsletter to learn of the latest events and programs offered at SFR. The link to the newsletter is on our website.
8. Closing Prayer: Fr. Johnson led the closing prayer followed by the Hail Mary.
9. Next meeting December 12, 2023 – 6pm Parish House