

Pastoral Council Meeting Minutes

September 15, 2022, 7:00 PM

Meeting Begins: 7:00 PM

Opening Prayer: Fr. Emmanuel Mensah

Minutes from meeting accepted: August 18, 2022

Moved to accept: Damian Dwyer

2nd: Gordon Tracy

Note: In the future, minutes will be emailed the Monday before the next meeting.

Roll Call:

Council Chair: Nita Holt

Patricia Cook (Shrine Representative)

Fr. Emmanuel Mensah

Gordon Tracy (Shrine Representative)

WC Guance

Damian Dwyer

Calvin Holt (Finance Council Chair – rep. Finance Council)

Kimberly Rogerson (Bookkeeper/Admin)

Old Business:

Pat Cook – Question for Father, how do you feel about silk flowers? (For the Shrine)

Fr. Mensah - At St. Mary's, there was never a budget. Families would buy the flowers in memory of their loved ones. Prefer fresh.

Nita – Can we have the minutes the Monday before the meeting? That way, we can vote to accept and approve the minutes at the next meeting.

Kim – I will work to make that happen.

Annual Diocesan Appeal Update:

Kim – We are at 160% of the goal.

Nita – We usually make our goal; we are just a little behind.

Kim – I will create the thermometer earlier in the next campaign.

Fr. Mensah – Is there a way we can thank the people for their contributions to the Annual Diocesan Appeal? Bulletin, announcement, or whatever?

The timing of thank you was discussed.

Nita – I would like to do that.

Fr. Mensah – Can we do this for the Shrine as well?

Nita – Yes.

Parishioner Suggestions Submitted:

Nita- Kim was presented with this single sheet of paper with parishioner suggestions; the submission was anonymous. We don't know where they all came from. I have started putting them on index cards, and then we can ask the parishioner to sign the suggestion they submitted.

Fr. Mensah – Anonymous can write anything. Encourage people to come forward and claim their suggestions; then, they can assist with the resolution.

Nita – Like the gift shop suggestion or bake sale, who suggested and is willing to assist with the request?

New Business:

Worship:

Kim – Regarding the moving of the tabernacle. Fr. Capuano with the Office of Worship in the Diocese came down and gave suggestions regarding the move, and I have included a recap of that visit. Fr. Capuano also advised us on expanding the platform for the appropriate amount of space. This would be done over time. (Recap was gone over.)

WC - The relic was under the stone on the old altar, and when investigating moving the tabernacle before, Fr. Charles was told he could not because of the relics.

Kim – We looked, and the relic has been removed. We do not know when they were removed, but they are not there now.

Kim – Crucifix should be moved into the sanctuary, and the risen Christ moved above the chapel. Fr. Capuano asked where the confessionals were. The suggestion was made of making the chapel into two confessionals. The sacristy expanded to make an entrance into what is now the chapel, and a portion of the chapel would become a private vesting area for the priest.

Damian – The pulpit should be level with the platform and moved forward. Fr. Capuano was a great resource and visited parishes with valuable direction. The diocese has clarified that they prefer a prominent crucifix in the parishes. The private vesting area allows the priest privacy to be contemplative when preparing for mass.

Kim – One thing I mentioned was requesting funds from the Diocese to assist with retrofitting the churches.

Nita – Would it be a gift or loan?

Fr. Mensah – It would probably be a gift, not a loan.

Kim – As soon as decisions are made, I can contact the Diocese.

Gordon – If we go with the confessionals – would we lose the chapel? Some people like the chapel.

Fr. Mensah – Confessionals are very important.

WC – There is enough room for a kneeler for prayer; a crucifix is on the wall.

Damian – Prioritization is necessary at this point. The Tabernacle has been refurbished, and one thing Fr. Capuano encouraged is reverence in the sanctuary once the tabernacle is in there. Conversations should occur in common areas, not in the sanctuary.

Pat – The same issue needs to be covered at the Shrine. We have slipped back into conversations in front of the tabernacle. I think Fr. Mensah should bring it up.

Fr. Mensah -Thank you very much. With all this, I know this is very important work. So, if we agree, I would like to set up a small committee and tax them with the whole thing. I would like Damian to be chair of the committee, set everything for us, and document everything. Set up timelines and work with the funding. Present everything for approval. We will have to do these bits at a time due to funds if you agree with me.

Nita – I have a suggestion, Damian being head of the liturgy and the sanctuary being a part of everything, Mary Edwards as head of lectors; lectors should be the core. Ask them first, then ask outside that group if you do not get enough people. I would be glad to help you too. Is that okay, Damian?

Damian - That is fine.

Fr. Mensah – I would like the people involved with the recent construction to be involved with the sanctuary committee since there is construction involved, and they are familiar with the money end of the projects.

Nita- About the flowers, we have always had live flowers because it was the preference of a previous pastor. Bishop prefers fresh flowers.

Pat – The Shrine has always gotten flowers from parishioners' gardens, except for poinsettias and lilies. Silk flowers could be an option for the off-season. The Shrine will end up with nothing in the way of flowers if we must buy fresh flowers. This time of year, is the problem.

Fr. Mensah - If we don't have flowers, that is okay, yes, it is always good to beautify the altar, but it is about modesty; it doesn't have to be fancy. I have another thing to bring up, and I will do that now. The altar cloth here (St. Jude) needs to be upgraded. It is fine for weekdays, but we need something more formal for Sundays and Holy Days of Obligation. I believe the Shrine went through Kim to order the overlays.

WC – There are a couple of altar cloths that were taken for cleaning and had not come back, they were expensive, and we need to see about getting them back.

Kim – Yes, I ordered the overlays from Autom. The overlays have an embroidered design on the overlay that is beautiful. Autom also has a couple of beautiful altar cloths with crosses or wheat embroidery around the edges, perfect for weekends and holy days. I have also, as I discussed with the finance council, enrolled St. Jude in iGive Catholic. This is the first time St. Jude has participated in the program.

People can go to the site and select a parish they want to donate to and a category, i.e., capital improvements, chasubles, etc. The new vestments would have a label stating the property of St. Jude.

Pat – Clarification requested; would Fr. Mensah prefer no flowers to silk flowers?

Fr. Mensah - Provided with the sacred space, we cannot go without flowers at times like Christmas and Easter; at other times of the year, we can be without flowers.

Nita – Offered suggestions and suggested a budget for flowers.

Pat – The offertory doesn't support the flowers in the budget.

Nita – Where would the third go if we have two confessionals and three priests?

Damian – I think we are Getting a little ahead of ourselves.

Fr. Mensah – The third priest would go to a separate area to hear confessions, which is fine.

Nita – Ministries meeting last Sunday was well attended.

Fr. Mensah – I am asking that I meet with each ministry group. At one meeting, one person came; it needed to be the whole group. There is a lot we can learn from them and them from me. We must meet as a group.

Nita- Like Damian's liturgy group, that is quite a large group. Is there a hierarchy of how you want to meet, like meeting with liturgy first?

Fr. Mensah - I set it at their convenience. For the liturgy group, I would be OK meeting with them all at once. That would comprise of the lectors, altar servers, and eucharistic ministers. Eucharistic ministers are for pastoral care. Do we have altar servers?

Kim – We have in the past, but the children have not been coming.

Fr. Mensah – So liturgy would be the altar servers, sacristan, and lectors. Music and choir would be separate. Damian, who is remaining in the liturgy?

Damian – The committees haven't done it for the last several years. Whatever liturgical need was, Fr. Charles would speak up and say I need help with something. Fr. Charles would say here is the need. Altar servers have been dormant for a while; if we identify youth, they will need to be trained.

Nita – There are the Baker children.

Pat – Are you willing to meet with the Shrine people before mass?

Fr. Mensah – Yes, sure. It will have to be a bit earlier.

Recommendations to Finance Council:

Nita - I would like to recommend a line item for the Shrine for flowers. Whether it is used or not. I will see to it that it is funded.

Pat – We don't need it but go ahead.

Calvin – Update Finances – After subtracting the final payment to Jones Construction – St. Jude will have approximately \$7-8,000.00 in the checking account.

Nita – A report to the parishioners needs to be given.

Kim – Some of the unexpected expenses were the hotel for father while the rectory was completed. That was \$567.00 a week. There is no loan for the work done.

Calvin (Finance Council Chair) – The investment account was drained to cover the repairs.

Damian – Accompany the talk with an insert in the bulletin.

Nita – Make it simple.

Gordon – Have we already ordered envelopes?

Damian – Aren't collections guided by the diocese?

Fr. Mensah – We are not supposed to have additional collections beyond the traditional.

Nita – Catholic Virginian – Go over registered parishioners and see where we can save.

Comments from father:

Fr. Mensah - Reminder – Catechetical Sunday, bless and pray for them this coming Sunday. We need catechumens. Pray for more. My installation will be on December 11th. (The bishop will pay a pastoral visit for my installation at 10:45 AM)

Pat – Is it possible to cancel the mass at the Shrine on the 10th so we can come here for the installation on the 11th.

Fr. Mensah – That is fine. October 28th is our Patron Saints Feast Day. What do you normally do? We must think of something. Sometimes we can change the readings on Sunday for the Feast with the Diocese's approval.

Fr. Mensah – We must promote the rosary and the devotion to the rosary.

Nita – Before the pandemic, we had a rosary group we met on Wednesday nights before mass.

Pat – Christmas mass schedule was brought up.

Fr. Mensah – The liturgical committee will meet to discuss this. Come over to join us for the liturgy meeting.

Kim – Chris makes rosaries and wants to start a rosary guild here.

Frances (Parishioner) – suggestion - Hand out registration forms after mass. More information re: who requested a name to be added to the prayer list or who requested mass intention.

Closing Prayer: Fr. Mensah

Meeting Closed: 8:49 PM

Pastoral Council Chair: Nita Holt Date: November 17, 2022

Pastor: [Signature] Date: 11/17/2022

Administrative Assistant/Bookkeeper: [Signature] Date: 11/17/2022