

# St Francis of Assisi Parish

## Pastoral Council Minutes

### April 23, 2018

The April 2018 pastoral council meeting was called to order at 6:30 by President Chuck Simpson, Fr. Stephen in attendance

**Members present:** Chuck Simpson, Diane Hoy, Tim Koerber, Minerva Colon, Kathy Leigh, Linda Laurendeau, Polly Shelley, Jay Tolentino

**Staff Present:** Margaret Hettler

**Guests:** Ellen Simpson

Fr. Stephen opened the meeting with prayer.

It was noted that the May pastoral council meeting would be Held on May 21, not Memorial day (May 28).

February 2018, meeting minutes were approved with changes.

#### **Pastoral Planning**

Parish Directory:

The parish has signed an agreement with Life Touch for a pictorial directory. Signups will begin in May for June, September, October and November sittings. We expect over 400 people to require photographs and it will require up to 15 different sitting dates. Sittings will be on Thursday, Friday and Saturdays during the school year and also on Monday Tuesday and Wednesdays in June. Pets are welcome. Sign-ups will be after masses and also at large parish gatherings such as the Council of Catholic Women. There will be signups also on the parish website. Volunteers are needed for sitting appointments after masses, a group photographer as Life Touch does not perform group photos (The staff will be photographed) and also data entry individuals for the paper sign-up sheets. Life touch will staff the sittings with at least 2 representatives to explain the photograph packages that will be offered. Everyone will receive a free 8-10 photograph. Memorials will be offered at a cost as will advertisements. All of these proceeds will go to the parish.

Parish History:

The current history is up to 36 pages. Fr. Stephen has approved what is included so far and we're only awaiting a couple more items and some photographs. The history will be offered in a 7 x 8 1/2-inch book. The book still requires translation into Spanish.

## **Ministry Reports**

The council discussed and reiterated that the head of liturgy and other staff-led ministries would report to the council twice annually – once at the beginning of the parish year to report on the past year activity and the upcoming year plans and again mid-year to report on progress and changes.

Council of Catholic Women:

Kathy Leigh reported the last meeting of the year will be in May. Bunco night is scheduled for early June. A membership event will be held in August in preparation for resumption of meetings in September.

Food pantry:

It was reported that the food pantry is currently focused on the upcoming flea market sale. Proceeds will be donated to Our Catholic Appeal in the parish's name.

Hispanic community:

Minerva Colon reported that St. Francis of Assisi parish held offsite masses in outlying communities. These were well attended by members of those communities who have little access to transportation. These services may be repeated at a later date, perhaps during the Lenten season.

There will be a mass held on November 3 to celebrate Minerva Colon's 40 years of service to St. Francis parish.

Haitian Communities – No Report

Pilipino Community

Jay reported that the community meets every Friday in the faith formation building. They are available to volunteers when asked.

## **Prior Business**

Traffic Safety

Linda Laurendeau reported we are awaiting word from FDOT.

Parish sign:

A new sign for the marquis at the front of the parish will be ordered with larger letters. Fr. Stephen also mentioned that the parish office sign should be larger.

## **New Business**

Chuck asked the council whether we should schedule another ministry fair. Subsequent discussion determined that early October might be a good time to hold a fair. Fr. Stephen expressed that it would be more effective to hold the fair in close proximity to the church entrance so that it is easier for people to attend. October 7 is “World Communion Sunday” – an appropriate time to share our ministries with the parish.

St. Francis Dinner

Diane Hoy reported that we will be holding a “Pastor’s Christmas Party” in the Apopka Community Center on Sunday December 2 from 5:00 until 9:00. We are hoping for up to 600 attendees for a dinner that will be catered by Carrabas. Tickets will be \$15 for adults and \$8 for kids. We will need many volunteers for setup/cleanup and also to prepare decorations. We will hold a raffle for prizes. Mike McFadden is coordinating the event. We will be asking for donations and contributions to help cover costs

### **Pastor’s Report**

Fr. Stephen reported that the Lenten season and the Easter Triduum was well attended. Fr issued a task to the council to determine what the council’s plans are, what plans we’ve had in the past, how they worked and how we may plan for the future. He asked us to consider how we can improve.

Father also reported that Tom Burns has volunteered to spend a day a week at the parish, available for those in need.

The meeting concluded with a prayer at 7:40 pm.

Respectfully submitted,

Tim Koerber Secretary, St. Francis of Assisi Catholic Church Pastoral Council