

**Pastoral Advisory Council (PAC) Meeting Minutes
5/12/2022 7pm St Joseph on Carrollton Manor LaPointe Hall**

A/P	Member	Type	Expires	A/P	Member	Type	Expires
A	Anderson, Scott	DEA	2025	P	Milani, Bill	C	2023
A	Barreto Ayala, Apolonio	M	2023	P	Nathan, Doug	DEA	2025
P	Becker, Kristie	M	2024	P	Owens, Jane	SEC	2025
P	Breland, Mary Ann	M	2025	P	Schieber, Syl	M	2024
P	Duffy, John	M	2024	A	Spessard, Amy	S	2025
P	Fitzsimmons, Bob	S	2025	P	Vallecillo, Arturo	M	2025
A	Gondeck, Greg	VC	2024	P	Valcarcel, Julio	M	2023
P	Jones, Mike	M	2025	P	Voorhis, Mark	M	2025
P	McGee, Charles	M	2024	P	Williamson, John (Pastor)	DIR	2025

A/P: absent/present | M: member | C: Chairperson | VC: vice-Chairperson | SEC: secretary | DIR: Director | G/V: guest/visitor | S: Staff | DEA: Deacon

Upcoming Meetings Scheduled bi-Monthly on 2nd Thursday			
Thursday	September 8, 2022	7-9 pm	St John the Evangelist Bauer Hall
Thursday	November 10, 2022	7-9 pm	St Joseph on Carrollton Manor LaPointe Hall
Thursday	January 12, 2023	7-9 pm	St John the Evangelist Bauer Hall
Thursday	March 9, 2023	7-9 pm	St Joseph on Carrollton Manor LaPointe Hall
Thursday	May 11, 2023	7-9 pm	St John the Evangelist Bauer Hall
Thursday	September 14, 2023	7-9 pm	St Joseph on Carrollton Manor LaPointe Hall

MEETING MINUTES

- 1) Mark Voorhis led the Council with prayer
- 2) Status of Action Items recorded in Table 1 below.
- 3) Bill Milani and his sub-committee presented the PAC Timeline draft PAC Constitution and By-Laws in preparation of Council vote of approval and the PAC Timeline.
 - a. Bill recorded Council members' comments, and Bill will update the documentation with approved changes for distribution and final decision within the month.
 - b. Council members will email any additional comments to Bill.
- 4) Synod on Synodality "A Synodal Church" progress discussion among all PAC members.
 - a. Bill Milani and Greg Gondeck met with Bishop Lewandoski and other Archdiocese representatives to discuss the Pastorate responses to the Synod on Synodality questionnaire.
 - b. Bill briefed the representatives, using the Synod on Synodality slide deck that Bill presented at the March PAC.
- 5) "News from the Pastor"
 - a. 7/1/22 Fr Matthew DeFusco is assigned as Associate Pastor to the Pastorate. Fr DeFusco will participate in the PAC.
 - b. 8/1/22 Fr Angel Marrero is assigned as Associate Pastor to the Pastorate

- c. Late summer Transitional-Deacon Luke, a seminarian, will be assigned to the Pastorate to serve for one year prior to ordination.
- d. Second week of July, Megan McQuinn will be assigned as the Youth & Young Adult Minister for the Pastorate. Megan will merge the two Parish ministries into one ministry for the Pastorate.
- e. Second week in June, Sara Ryan will be assigned as the Coordinator for Religious Education for the Pastorate.
- f. 7/12/22 is the date for the Pastorate Staff Retreat. Julie StCroix (Dir Parish Renewal, Institute of Evangelization Archdiocese of Baltimore) will provide Archdiocese leadership to the Pastorate staff to develop a “Vision and Plan” to incorporate the new staff effectively.
- g. Archbishop Lori approved Fr. Williamson’s plan to replace the old windows in St John’s with antique stained-glass windows. These are used windows and will be retro-fitted into the window openings.

6) General Discussion

- a. A PAC meeting will not be held in July 2022.
- b. The next PAC meeting is scheduled for Thursday September 8, 2022 at St John the Evangelist Bauer Hall.
- c. Upcoming meetings will be posted in the meeting minutes, agendas, and Parish PAC websites to ensure that meeting locations are clearly stated.
- d. The PAC will begin working on FY24 plans at the PAC meeting on September 8, 2022.
- e. Pastorate FY24 runs 7/1/23 through 6/30/24.
- f. PAC members relayed positive comments from the Pastorate members about the Holy Week religious opportunities. The solemn transfer and silent, candle-light procession on Holy Thursday at St Joseph was noted as an emotional, holy experience.
- g. Positive feedback continues on the move of the Sanctuary Lamp at St John’s.

Table 1: Action Items

Action	Date assigned	Description and status	Open/closed
1	11-30-21	Apolonio Barreto Ayala will email Fr JW details of the concerns about rescheduling SJE Spanish Mass and reserving meeting space for the Spanish ministries. 1-13-22 Apolonio completed this action	closed
2	11-30-21	Fr JW will meet privately with Apolonio to discuss concerns 1-13-22 will be scheduled when Fr John Streifel is available	closed
3	11-30-21	SJ PAC members will reach out to Spanish parishioners to join PAC. 3-10-22 Arturo Vallecillo joined PAC as a rep 1-13-22 ongoing	closed
4	1-13-22	Amy Spessard will contact Julie StCroix for additional information on PAC structure and documentation used in the Archdiocese.	closed

		3-10-22 Amy provided Pastorate Constitution & By-laws	
5	1-13-22	Bill Milani will develop a table of the opportunities for common benefit (ie, between St Joseph and St John parishes) for PAC discussion on 3/10/22. 3-10-22 ongoing	open
6	1-13-22	Fr John Williamson will work with Nicholas Lanier and Liz Parrotte to formulate and notify parishioners via Constant Comment and Flocknote an announcement to the Pastorate that there will be an online and paper questionnaire for the Synod on Synodality survey. This will be in English and Spanish. 3-10-22 Information and questionnaire posted online and in bulletins	closed
7	1-13-22	Fr John will email instructions to complete the survey to the PAC members as a test trial run to ensure the instructions are clear.	closed
8	1-13-22	PAC should reach out to African, African-American, Filipino, Asians and others to join the PAC. 3-10-22 ongoing	open
9	1-13-22	Fr JW will research the current status of the St John "McElroy Effect" fundraiser, which is a five-year Capital Campaign and lead this discussion at the 3/10/22 meeting. He will provide a status to the Pastorate after completing this research. 3-10-22 Bob Fitzsimmons provided an Executive Summary of the McElroy Campaign background and current status. He will finalize this information to be mailed to the individuals who have made a donation pledge to the McElroy campaign. A status will be posted in the Church bulletin after Easter. It should be stressed that the donations are still needed and pledges should be completed, even though the focus has changed. 5-12-22 Bob Fitzsimmons has received status from the Baltimore Archdiocese on the status of the McElroy pledges. He is preparing a letter to mail to those who pledged with a status of the McElroy Effect fundraiser. Fr. Williamson will ensure that the status is also published in the Church bulletins as soon as possible.	open
10	3-10-22	PAC members should review the Synod on Synodality survey results and be prepared to discuss at the 5-12-22 PAC meeting.	closed
11	3-10-22	Kristi Becker will contact Liz Parrotte to update the documentation of the Pastorate ministries. 5-12-22 Kristi and Liz are developing a spreadsheet of the Ministries and Members. This information will be used at the Ministry Fair.	closed
12	3-10-22	Amy Spessard, Joe Swiss & Fr John Williamson will work together to establish a new ministry to address the needs	open

		of parishioners who contact the Pastorate requesting a call back, personal visit, or some other special need. This will address a concern that the parishioners share issues with our Priests, but don't receive any follow-up. The Pastorate has 8 Deacons who should be able to commit to this ministry.	
13	3-10-22	Jane will email the Synod on Synodality presentation deck (.pdf and .ppt) that Bill will use to brief Bishop Lewandoski on 3-15-22.	closed
14	3-10-22	Bill Milani, Syl Schieber & Charlie McGee will form a subcommittee to finalize the PAC Constitution and by-Laws.	closed
15	3-10-22	Identify grant writing specialists to write grants to partially fund the installation of the stained-glass windows.	open

Next meeting via ZOOM (if needed) and in-person:

Please let Jane (jowens313@aol.com) know whether you will attend in-person or via ZOOM

9/8/2022 7-9pm

St John the Evangelist Bauer Hall

BYO printouts of meeting minutes, agenda, etc,