

**Pastoral Advisory Council (PAC) Meeting Minutes
3/10/2022 7pm St John's Bauer Hall**

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

A/P: absent/present | M: member | C: Chairperson | VC: vice-Chairperson | S: secretary | D: Director | G/V: guest/visitor

Meeting Minutes

- 1) Status of Action Items from PAC meeting of 3/10/2022 recorded in Table 1 below
- 2) Discussion of current personnel actions:
 - a. Father Peter departed the Pastorate to focus on his other commitments.
 - b. A third priest may be assigned to the Pastorate by July 2022
 - c. A Spanish speaking priest will be available for Mass and Confession twice monthly.
 - d. Maria Castro, Pastorate Hispanic Minister, has retired.
 - e. Deacon Manuel Mendez will support the Pastorate as the Spanish religious coordinator behind Maria.
 - f. A new Pastorate Hispanic Minister will replace Maria and should be on-board soon.
 - g. One full-time Youth & Young Adult minister will be assigned to support the Pastorate.
 - h. Staff at both St John's and St Joseph's will be rearranged, which will provide more support to the Spanish community in the Pastorate.
- 3) Synod on Synodality "A Synodal Church" discussion.
 - a. Bill Milani and Greg Gondeck will meet with Bishop Lewandowski on 3-15-22 to provide an overview of the Synod on Synodality Pastorate survey results. (See attached meeting handout: Synod on Synodality 20220308 (Rev1).
 - b. PAC members will discuss survey results at the 5-12-22 PAC meeting.
 - c. Survey results will be submitted to the Vatican after Easter (4-17-22)
- 4) PAC Constitution and By-laws discussion:
 - a. Amy Spessard edited a previous document to suit our Pastorate needs. Amy highlighted many areas in the document that need additional discussion and documentation. Bill Milani will lead a sub-committee to review, edit and finalize the Constitution and By-laws. (See attached meeting handout: Council by-laws draft 2022 ASpessard 3-7-22).
- 5) Open discussion:
 - a. Archdiocese approved the request to replace the windows in St John with stained-glass windows that are recycled from an old church in Scranton.
 - b. Although recycled stained-glass windows are a savings, there is still an estimated cost of \$30-\$50K per window for retrofitting and installation. Bishop will need this additional cost information to approve cost.

- c. There will be “town hall meetings” to explain the plans for the window replacement and the need for the parish to provide additional funding. Multiple families can “sponsor” a window installation and have a plaque displaying their names.
- d. There are grants specifically targeted to fund church repairs and renovations.
- e. The Knott foundation gives up to \$300K for church work.
- f. The PAC needs to identify grant writing specialists to write these grant requests.
- g. The new, bell carrilon for St John’s will be delivered and in place for Easter (4-17-22). The carrilon will play recorded hymns.

Table 1

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	open
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. 3-10-22 Amy provided Pastorate Constitution & By-laws	closed
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.	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.	open
11	3-10-22	Kristi Becker will contact Liz Parrotte to update the documentation of the Pastorate ministries.	open
12	3-10-22	Amy Spessard, Joe Swiss & Fr John Williamson will work together to establish a new ministry to address the needs 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.	open
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.	completed
14	3-10-22	Bill Milani, Syl Schieber & Charlie McGee will form a subcommittee to finalize the PAC Constitution and by-Laws.	open
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 and in-person:

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

5/12/2022 7-9pm

St Joseph's LaPointe Hall

BYO printouts of meeting minutes, agenda, etc,