

St. Barbara Pastoral Council Monthly Meeting

MINUTES

FEBRUARY 14, 2011 7:00 P.M.

ST. BARBARA'S ROOM

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| MEETING CALLED BY | Charter |
| TYPE OF MEETING | Recurring Monthly |
| FACILITATOR | Roy Draper |
| NOTE TAKER | Paul Hunton |
| ATTENDEES | Present: Fr. Ken, Fr, Jimmy, Roy Draper, Carla Goetz , Brad Polk, Rita Haldeman, , Paul Hunton;, Dave Kent, Phillip LaMantia, Carol Good, Kevin Cordera, Darlene Polk, Barb DeFelice Guests: Kathy Meyer, Dawn Borger; Mary Ellen Stilwell Absent: David Yant, Maxine Weir |

Agenda topics

1. **CALL TO ORDER/BLESSING (5 MINUTES)** **FATHER KEN**

Fr. Ken led the Pastoral Council in an opening prayer.

2. **MEETING MINUTES REVIEW (5 MINUTES)** **PAUL HUNTON**

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| DISCUSSION | <ul style="list-style-type: none"> November Meeting Minutes and 2011 Pastoral Council Retreat Minutes were reviewed and approved | |
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| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
| Luckyist None | | |

3. **MISC. DISCUSSION: FINANCE COUNCIL, FISH FRY, FACILITATOR, SHIRTS (15 MINUTES)** **COUNCIL**

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| DISCUSSION | <ul style="list-style-type: none"> Fish Fry is typically our quarterly event. April 1st was selected as the date the Pastoral Council will support the Fish Fry. Pastoral Council shirts will be ordered for new members in time to support the Fish Fry Roy Draper will be the facilitator with Phil LaMantia as the backup. | |
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| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
| None | | |
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4. **APRIL JOINT MEETING BETWEEN PASTORAL & FINANCE COUNCIL (5 MINUTES)** **FR. KEN**

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| DISCUSSION | <ul style="list-style-type: none"> Finance Council is supposed to have bi-yearly coordination meeting with the Pastoral Council. The first one is to be on April 11th. The Finance Council (Don Homerding) will provide a summary of how the Finance Council works (goals/objectives). | |
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| | <ul style="list-style-type: none"> • Finance Council will be looking for any proposed initiatives from the Pastoral Council which require funding. • The Finance Council was reconstituted in October 2010 and has met approximately a dozen times since then. Fr. Ken discussed the recent letter sent to the Parish from the Finance Council. Discussions were held about current finances and actions being taken by the Finance Council to address the situation. As reported in the recent letter, St. Barbara's has been operating at a deficit for the past year and a half. Our cash reserve is almost completely depleted and extraordinary short term efforts are necessary to keep the Parish afloat until longer term solutions can be found and put into place. |
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| ACTION ITEMS | PERSON RESPONSIBLE DEADLINE |
| None | |

5. **QUEEN OF ANGELS BOARD OF PASTORS MEETING (1 HR)** **FR. KEN**

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| DISCUSSION | <ul style="list-style-type: none"> • Fr. Ken requested that the Pastoral Council give him an opportunity to discuss an emergent issue coming out of the Queen of Angels Board of Pastors meeting held on 2/14/10 and the Council agreed. • Fr. Ken provided an overview of the state of affairs with regard to the financial situation of Queen of Angels School and how it relates to St. Barbara's. All dollar values presented below are approximate. <ul style="list-style-type: none"> ○ 27% of all financial liabilities assumed by Queen of Angels which cannot be addressed as part of their operating budget are normally allocated to St. Barbara's as one of the four parishes designated to sustain the school. The others are Immaculate Conception, St. Agnes, and Elizabeth Ann Seton. ○ Queen of Angels continues to operate at a yearly deficit. It is anticipated that the 2010-2011 shortfall will be approximately \$250,000. This year, St. Agnes Parish has made an extraordinary commitment to address this shortfall. It does not appear, however, that structural changes needed to address this recurring situation are being made. If trends continue, and St. Agnes or another agent is not identified to address recurring shortfalls, St. Barbara's could be financially liable for its allotted portion of the shortfall ($\\$250,000 \times 0.27 = \\$67,500/\text{yr}$) ○ As part of the Today's Challenge, Tomorrow's Hope Capital Campaign, the Richard King Mellon Foundation pledged a \$4 million grant for Diocesan capital needs. \$600,000 of this total has been allocated for capital improvements at Queen of Angels. Because certain entities within the Diocese have turned down the opportunity to utilize this grant money, the total available for use at Queen of Angels could rise to the range of \$800,000. ○ Fr. Ken discussed some of the larger items that have been identified for application of these funds. They include items such as replacing the boiler and repairing/replacing windows. The uncertainty of the cost estimates concerns Fr. Ken. 27% of any overages experienced during project execution that exceed the amount of the grant allocated to Queen of Angels would fall to St. Barbara's to pay. ○ There is also a proviso in the Mellon Foundation grant with regard to the continued operation of any facility which takes advantage of the gift. That proviso requires that the facility remain open for 3 years after monies are applied to its maintenance/improvement. So, if Queen of Angels were to close before the end of the 2013-2014 school year, the grant must be repaid to the Mellon Foundation. If this occurs, St. Barbara's would again be liable for 27% of the grant expenditure. This liability could range from \$162,000 (\$600,000 basis) to \$216,000 (\$800,000 basis) or more. This obligation would be on top of the liability which could be assessed to St. Barbara for yearly operating deficits and those which could be incurred for cost overruns beyond grant allotments during Queen of Angels upgrades. • Based upon the current financial condition of the Parish and a commitment made to make all efforts (including dedicating all rebates from the TCTH |
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| | <p>campaign) to reduce Parish debt, Fr. Ken is very concerned about incurring additional Parish liabilities. He is especially concerned that such financial risk could be incurred coincident with what appears to be a deteriorating, long term operational shortfall in the Queen of Angels yearly operating budget.</p> <ul style="list-style-type: none"> • After laying out the situation, there was a round table discussion on the information presented above. There was unanimous agreement among Pastoral Council members that, based upon the current financial condition of the Parish, it was inadvisable to financially overextend the Parish any further. • Fr. Ken relayed to the Council that he and the pastors from the three other sustaining parishes for Queen of Angels, were presented with an agreement to sign at the Board of Pastor's meeting to accept the Mellon Foundation grant monies for the school. He was not completely sure of whether it was necessary for him to sign the document or whether St. Barbara's would be liable with or without his signature. Questions asked in this regard were deferred because no one was sure of the answer. Nevertheless, Fr. Ken informed the Council that he had no intention to sign the document or take any action to expose the Parish to further financial obligation to Queen of Angels without direction from the Bishop. • The Council unanimously affirmed that St. Barbara's cannot at this time be exposed to further financial risk and uncertainty. The Council voiced its support and appreciation for Fr. Ken's position in this matter. | |
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| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
| None | | |

6.

ADJOURNMENT/CLOSING PRAYER/BLESSING (5 MINUTES)

FATHER JIMMY/ALL

NEXT COUNCIL MEETING IS 7:00 p.m. MONDAY, March 14th, St. Barbara's Room.

Open Actions (Summary)

| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
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| Continue to think of people who might participate in the young adult program ministry | All | Next Meeting |
| Contact Christy Smith regarding scheduling the youth program information session. | Dawn Borger | March Meeting |
| Develop an introductory letter to invite potential members to participate in the young adult ministry. Develop a script/talking points for phone conversations with potential participants for the young adult program. The first contacts should only be to invite them to an information meeting. | Cara Biskup/Roy Draper | March Meeting |
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