

**St. Francis Parish Pastoral Council Meeting Minutes  
February 26, 2007**

**Attendees: Bill Burger, Bob Doyle, Fr. Salvador Cruz, Mario Doria-Medina, John Grindstaff, Sr. Kathleen Kane, Fr. Michael Oenbrink, Audrey McGovern, Brad Simpson**

**Also attending: Mike Flint, Bob Peters**

With the absence of Art Tonkinson, Brad Simpson facilitated the meeting. The meeting was opened with a prayer by Fr. Mike.

- 1) The Minutes from the Jan. 22, 2007 meeting were approved with modifications.
- 2) Mike Flint presented the Quarterly Financial report (as of Y/E 2006).
- 3) Greeter Ministry - Bob Peters
  - Kickoff announcement requesting volunteers was made Dec. 10, 2006
  - SCC ministry was approached to conduct a trial (only 3 of 7 responded favorably) and acceptance by parishioners was very favorable.
  - Virtually no response to parish Bulletin request for volunteers.
  - After much discussion, it was recommended that Bob Peters go to the Stewardship Committee to systematically approach all the ministries to enlist volunteers. In addition, Audrey McGovern will approach the Women of St. Francis and Bill Burger/Brad Simpson will approach the Knights of Columbus for volunteers.
- 4) Sr. Kathleen's report
  - As previously reported, Ramona Kraemer has resigned (coordinator of the Lector ministry). Kay Vance will assume responsibility and has contacted all Lectors. A gift will be presented to Ramona and a letter of appreciation will be sent to her (written by Art Tonkinson).
  - Thrift Shop is sponsoring a day of retreat on Monday, Oct. 1. The retreat will be presided by Fr. John Anglin O.F.M. and is open to the whole parish. The program theme is "Lived Eucharist in the Spirit of St. Francis" and consists of morning retreat, Mass and luncheon.
- 5) Building Plan update – Brad Simpson will review individually with members of the Parish Council who were not able to attend the general meeting earlier this month.
- 6) Old Business
  - a) Bob Doyle discussed the status of the ministry classification update. All ministries have been notified of their current status,

web site will be updated by March 8, and hard copies of the new Ministry Directory will be available in 3 to 5 weeks. A suggestion was made to distribute them with the Church Bulletin (as well as included in the new parishioner packages as currently done). But main source of timely data will be the web site.

- b) Charitable contribution/budget discussion will be scheduled with the Parish Pastoral Council after Fr. Mike has reviewed and approved the input from the Finance Council. Bill Burger has notified Leigh Bullen.
- c) "Family Mass" – proposal/discussion has been tabled until Nathan Klein is available at the Council meeting.
- d) Discussion was held relative to the procedure for handling input from the ministries or other sources relative to the areas of responsibility of the Council representatives (e.g. letter from Kairos/prison ministry to Bill Burger). Fr. Mike indicated that the responsible Council rep should draft a response, or propose applicable action, pass it through the Facilitator, Art Tonkinson, who would summarize in e-mail or other communication with Fr. Mike for final disposition (i.e. letter to requester, discussion at Parish pastoral Council meeting etc.).

#### 7) New Business

- a) Sr. Kathleen indicated that mass time changes on special days (e.g. Easter, Christmas, etc.) are sometimes not adequately communicated on web site and newspapers. She will address with Mitzi Weaver.
- b) Capital Campaign Status – Bob Doyle noted that the Capital Campaign was kicked off at Masses last Sunday. He has met with Guidance for Giving and there will be Tuesday meetings of the Campaign Volunteer Committee. Volunteer cards will be distributed at this Sunday Masses.
- c) Brad Simpson handed out updates to "A Pastoral Plan for the Diocese of Charleston" which contained updated guidelines for pastoral Councils. We were asked to review for discussion at next month's Council meeting.
- d) Nominating Committee is needed to nominate replacements for outgoing members of the Parish pastoral Council. This will be discussed at the next meeting. (Note: Nathan Klein, John Mack, Art Tonkinson and Fran Trecartin were elected/appointed in 2005 for 2 year terms. Fran's position was filled by John Gridstaff. We must also fill the position vacated by Rich Rochelle and decide whether to fill positions by election or appointment by Fr. Mike, including the possibility of extending terms).

The meeting was closed with a prayer, led by Fr. Mike at 8:50 PM.  
Bill Burger, Recorder

**The next meeting is scheduled for Monday, March 26 at 7:00 PM**