

**Elmira Planning Team
Tuesday, March 21, 2017**

Meeting Minutes

Present: Fr. John DeSocio, Fr. Rick Farrell, Amy Finnerty, Fr. Scott Kubinski, Ed Looney, Bill McCarthy, Mary Montanarella, Philomena Mrkus, David Quinn, Karen Rinefierd, Deacon Paul Sartori, Jeff Schmidt, Mike Smith

Excused: Lorie Brink, Armand Fusco, Melissa Kalec

<u>Action Items</u>	<u>Who</u>	<u>By When</u>
• Ensure each church is counting Mass attendance weekly	Pastors	Ongoing
• Bulletin Articles	Karen	Ongoing
• Identify what spaces we need to serve the Elmira community, prioritize expected salability of all buildings other than churches, develop scenarios for building usage connected to each building being sold	Dave, Jeff, Armand	Done
• For March parishioner church hall meeting: email list of roles to the planning team and will ask for volunteers; draft PP presentation before March 21 council meeting	Karen	Done
• Discuss with chairs for each pastoral council the pastoral council's recommendation for filling four spots on a combined council for the clustered parishes, and the need for new bylaws for the new council (to be prepared before September)	Karen	Done
• Set forth pros/cons of the Mass schedule options	All	Done
• Ministries survey results to be discussed at next meeting	All	Done
• Invite Bishop Matano to come to preside at a special Mass after the clustering of the parishes.	New pastor, Karen	July
<u>New Items from March Meeting</u>		
• Create a timeline for going through the merger process.	Pastors, Karen	4/5
• Create a response form for 3/27 and bring copies of handouts.	Karen	3/27
• Have copies of the Mass schedule info available at Masses this weekend.	Pastors, office staff	3/25
• Learn more about space needs for the food pantry.	Philomena	5/10
• Identify 4 representatives to share on the transitional pastoral council for 2017/18.	Pastors, pastoral council chairs	ASAP

Meeting called to order at 7:07 pm

Communication from parishioners – What are we hearing?

- Council members are worried that we will need fewer of them.
- There are people that want to step in and help.
- There are still too many churches.
- Some people are ready to step aside and let some of the younger ones step up.
- For Masses are we going against the guidelines that we have set up for ourselves?
 - Some guidelines conflict so we need to balance how we respond to each.

- We've been waiting for a variety of Mass times.
- People are worried about what they are going to lose.
- Many people are still oblivious to what we are doing.
- Why does everybody have a Mass except SCB?

Is there anything we need to address at this point?

- Run copies of the 2 pages of the Mass schedule bulletin insert to be available at Masses this weekend.
- We need to remind people that we are Catholics and disciples of Christ. Our faith sometimes requires us to make difficult changes.
- What is the end time for the Planning Team?
 - Need some continuity as the parishes cluster in June. If the new pastoral council can assume the work of shepherding the community through the transitional year, the planning team can be phased out as the pastoral council begins meeting in August/September.

Update: The Timeline Spreadsheet was reviewed

- We're on target for everything.
- We added a couple steps since we are entering a merger process.
- Karen will talk with the pastors off-line to determine a timeline for going through the merger process.

Update: Forming a Single Pastoral Council for 2017/18

- The Blessed Sacrament pastoral council has already met and chosen its four representatives. The others will do so soon.

Preparation for Church Hall Meetings

- Dave Q will bring backup laptop and projector.
- Mike and Ed will help with tech setup in the afternoon.
- Mary will make sure refreshments are taken care of.
- Need more chairs this time.
- Ed will stand outside and direct people in.
- Mary will take notes and ask Susan Mason if she can help.
- Jeff, Amy, Paul, and possibly Bill will not be there in the afternoon.
- Ed will be timekeeper in the afternoon, Bill in the evening.
- Fr. John will do opening and welcome/intro at both sessions.
- Fr. Rick will be main presenter and facilitate questions/discussion.
- Mike will work the mike.
- Thank You and Closing Prayer – Fr. Scott
- Anyone on the Planning Team should respond to any questions that come up.
 - Don't add to the conversation. The purpose of these gatherings is to learn from the parishioners. Listen and provide answers or rationale for the options if needed.
- Need to ask "What have we missed?" "What else is best for the Mass times?" (See PPT).
- A decision was made to have forms available so that parishioners can submit their input in written form. Karen will create the response form and bring copies of it as well as of the pastoral planning update.
- Need slide to tell people why we are doing this. Short recap.
- Add slide to answer 2 questions we have been hearing frequently: 1) priest appointment question, 2) does the Bishop know what we are doing and does he agree?
- Fr. John → Karen → Fr. Rick

Ministry priorities

- The planning team reviewed the compilation of the input received from the three parishes' pastoral and finance councils. There were no changes/additions suggested. If you think of something in the next couple days, let Karen know.

Proposal prioritizing buildings that should be offered for sale, those that are not recommended for sale at this time, and those seen as essential at this time—questions and initial discussion

- Is income from the Oakwood rental substantial? It is cash positive but we need to simplify.
- HF rents Marion Center gym. It is income producing.
- Questions about the Food Pantry operating out of the former SPP Faith Formation Bldg.
 - Food Pantry pays minor amount of rent.
 - Food Pantry could use more and better space. A suggestion was made to check out the old Meals on Wheels building.
 - Philomena will talk to Mary Beth about Food Pantry space needs.
- St. Mary's rectory could be used as PreK or a spirituality center in the downstairs meeting room and chapel.
- The planning team will spend more time reviewing the recommended buildings that we might offer for sale at our May meeting.

Meeting adjourned at 8:55 pm