

Elmira Planning Team Meeting

August 10, 2016

Present: Fr. John DeSocio, Fr. Rick Farrell, Fr. Scott Kubinski, Lorie Brink, Amy Finnerty, Armand Fusco, Melissa Kalec, Bill McCarthy, Mary Montanarella, Philomena Mrkus, Dave Quinn, Jeff Schmidt, Michael Smith, Karen Rinefierd, Tom Kubus

Excused: Ed Looney

Meeting opened with introductions followed by a prayer by Fr. John.

For the benefit of the new members, a few clarifications were made to the Minutes of the June 27 meeting of the pastors with Dave Quinn, Lorie Brink, Karen Rinefierd, and Tom Kubus.

Karen then laid out the goal of the team, the already identified issues for planning, and decision makers for each by reviewing the attached "Areas for Elmira-wide Planning 2016-17" document. (For ease of identification below, each of the "Areas" is now numbered.)

The comments below correspond to the numbers in "Areas for Elmira-wide Planning 2016-17" document attached.

Number 1

- We cannot build a plan around retired priests.
- Currently newly ordained priests ordinarily serve in two three-year assignments before being appointed a pastor.
- Co-pastors and other options were discussed. It is unlikely that co-pastors would be appointed since there is a need for pastors across the diocese and they are a limited resource.

Number 2

- Notre Dame High School was added to the list of sacramental and ministerial responsibilities beyond the parishes. Catholic Charities is an additional stakeholder. While they won't be involved in the planning process, they need to be aware of the planning underway.

Number 3

- There was a question of how many Masses a priest can say on a weekend. Karen informed that there are two interpretations of Canon Law on this. It seems that Bishop Matano accepts the interpretation of 3 Masses on a Sunday plus 1 for the Saturday Vigil Mass.

Number 4

- There was a lengthy discussion regarding safety issues at the school. There are really two issues here. The first is based on the campus layout that requires the students to cross a side street for some classes as well having another side street end in the parking lot that is used for recess. The other is based on the neighborhood in which the school is located, where there is evident drug use and crimes have been committed. Both of these will be examined as part of the planning process but, as noted in the "Areas for Elmira-wide Planning" document, the planning

team will at best give input regarding ways to enhance the security and physical surroundings of Holy Family School. Holy Family administration and the diocesan school office will be the ones making any decisions.

Numbers 5, 6 and 7:

- An assessment of ministry needs will be conducted, probably at the pastoral council level.
- After both the ministry and administrative needs are identified and the parish configuration is decided, the following will happen in the order below:
 1. The pastors will work with the Department of Human Resources to identify the positions needed (with no names of individuals attached).
 2. The pastors will share their work with the planning team for clarifications and possible revisions.
 3. The pastors will work with Human Resources to get the right people in those positions.

Number 8

- The use and costs associated with each of the buildings will be analyzed. After the parish configuration is determined, buildings that are not critical to the mission may be put up for sale so that we use our limited financial resources as wisely as possible.

Karen distributed a map of the parishes/worship sites within the South Deanery. The diocesan Department of Pastoral Resources and Planning is holding introductory meetings with all 7 deaneries within the diocese to review both diocesan-wide and local data and consider areas for broad planning. Two of the deaneries, including our own, will be pilot deaneries this year. We do not know yet how South Deanery planning and our local Elmira planning will intersect. The initial South Deanery meeting will be Monday September 12 at the Elmira Faith Formation Center.

Information we need to gather

- Demographics of the 3 parishes' territory as well as the 3 combined
- The number of registered Catholic households from 2010 until now
- Sacramental numbers
- The donor base
- Weekly attendance – ***a decision was made to begin tracking the Mass attendance every week beginning in September rather than just during the month of October***
- Numbers attending the 9:00 am Sunday Mass at the Benedictine monastery – we can get this from Fr. Don Curtiss
- Google maps for the campuses and Holy Family School
- Access to Ministry Assessment Tools
- Current ministry and administrative positions including duties/responsibilities

Communication

- Karen will meet with staff on August 23 to review the areas for Elmira-wide planning and respond to their questions.
- We have meetings set with parishioners on Monday, October 17. We will share current information and trends as well as the issues we will be addressing this year. Before we share what the planning team will be doing, it will be helpful to have a brief history of what has happened over the past several years. We may also want to share what local Protestant and Jewish communities have experienced.

- Beyond the bulletin and pulpit announcements, we will use the following to share information:
 - Pastoral Planning page on the website (Burt Beebe)
 - Parish Facebook page (Anne Bremer)
 - School Facebook page and App (Ann Connelly)
- Karen will create the next bulletin article to include the membership of the planning team and the goal of planning, and remind parishioners of the 10/17 church hall meetings.

Future planning team meetings:

- Wednesday, September 14
- Wednesday, October 12
- Monday, November 7
- Wednesday, December 14
- All meetings will be at the Faith Formation Center at 1010 Davis Street and will begin at 7:00 pm.

Action Items:

<u>What</u>	<u>Who</u>	<u>By When</u>
Ensure each church is counting Mass attendance weekly	Pastors	Beginning 9/3-4
Next bulletin article	Karen	ASAP
Begin gathering information identified above, including Information for 10/17 parishioner church hall meetings	Tom, Dave, Karen	