

St. Francis of Assisi Parish – Triangle, VA
Interim Pastoral Council
Meeting Minutes
January 21, 2017

- I. CALL TO ORDER & ATTENDANCE:** The meeting was called to order at 10 AM in the Brother Juniper Room. Members present: Fr. John O’Connor, OFM, Parochial Administrator, Greg Krauss, Chair, Mary Battista, Maureen Britt, Paul Camarca, Jim Casey, Betty Chimento, Maureen Deutermann, John Habel, Tony Mercogliano, Rich Payant, Clarence Thompson and Anne Tunney. Members absent: Joe Mitcho, Antonio Mayorga
- II. OPENING PRAYER:** Fr. John led us in an opening prayer
- III. APPROVAL OF MINUTES:** A motion was made and seconded to approve the November 19th minutes as amended at the meeting (two spelling corrections). Motion unanimously carried.
- IV. PAROCHIAL ADMINISTRATORS UPDATE**

A. *Financial* - Fr. John reported an overall positive financial trend as exhibited by:

- \$103,000 in pledges to date in response to the annual appeal (\$100,000 goal)
- 84 more parishioners responding to this year’s appeal
- A 7% increase in the Christmas offering
- An overall increase (over last year) in the January weekly collections. He attributed this increase to the return the Religious Education class schedule that of past years starting in January.

However there is still a projected deficit of \$58,000 (over approved budget) for the remainder of the year. Hopefully if this positive trend continues this deficit will be reduced or eliminated. He indicated the they would be running notes in the bulletin encouraging parishioners to consider direct deposit to help increase amount continuity of weekly offerings. He also noted requests for financial assistance (through the Francis House ministry) had increased significantly (by over \$20,000) over budget year to date requests of last year. He stated the issue of developing a balanced budget will have to be addressed as a high priority when the 2017-18 budget cycle begins in spring.

B. *Pastor Update* - Fr. John reported there had been no official update or change to the nine month administrative leave status of Fr. Kevin Downey, OFM. He indicated this topic would a priority when Fr. Kevin Mullen, OFM, Provincial Minister of Holy Name Province, visits our parish to meet with friars later this month.

C. *Meeting with Bishop Burbidge* – Fr. John reported he had very positive meetings with our new bishop since his installation. During one of these meetings the Bishop suggested the parish to modify the request (now on hold) to a two

phase plan (Columbarium – Phase I and Cemetery – Phase II).

D. New Deacon – Fr. John reported a new diocesan permanent deacon (Mike Gomes) began working at the parish in the late fall based on an agreement set up last spring with Fr. Kevin Downey. For the time being Deacon Mike will be assisting with weekend liturgies.

V. OLD BUSINESS:

A. Plan for Elections of a Permanent Pastoral Council- The Chair opened discussion on this item. Fr. John proposed we delay any further action until the assignment of a pastor. After discussion among members a motion was made and seconded to table further action on this topic. Motion unanimously carried.

VI. NEW BUSINESS

A. Support for Francis House – John Habel suggested that the issue of the increased requests for financial assistance received by Francis House be given publicity via the parish bulletin/web site encouraging parishioners to use the Poor Box in the rear of the church for donations to this worthy ministry.

VII. NEXT MEETING: Saturday, February 25, 2017 10 AM

VIII. CLOSING PRAYER: Father John led the group in a closing prayer.

IX. ADJOURNMENT: The meeting was adjourned at 10:55 AM.

Respectfully Submitted:
Anthony Mercogliano

Approved:
2/25/17