

St. Francis of Assisi Parish – Triangle, VA

Pastoral Council Meeting Minutes

19 September 2020 10:00 AM – 11:00 AM

I. Call to Order & Attendance – Virtual Meeting on Zoom.

- a. Members participating were Fr John O'Connor, OFM, Pastor, Chair Terry Danner, Jean Allen, Phil Bongiorno, Maggie Eves, Vice-Chair, John Hales, Clarence Neason, Michelle Nicolai, Chuck O'Hern, Pequitte Schwerin, Angelica Silva, Dan Sullivan, Ulli Vaerst, Dr. Tricia Barber (Principal), Marv Floom (Chair, Finance Council), Sheila Noble (RE). Also, in attendance was Fr Jim and Fr Lalo.
- b. Marianne Hayes (RE) was not present.

II. Opening Prayer – Terry Danner

- ### **III. Approval of Minutes** - A motion was made and seconded to approve the 12 August 2020 minutes. The chair approved and the secretary will forward the minutes to Chanel for posting on the Parish website.

IV. Introductions

- a. Fr. Jim Scullion, OFM introduced himself, he joins the parish from St. Francis of Assisi Parish on Long Beach Island, where he was Pastor. He previously served as an educator at the Washington Theological Union and taught adult ed classes.
- b. Fr. Edgardo "Lalo" Jara, OFM (prefers to be called simply Fr. Lalo) comes to St. Francis of Assisi from St. Camillus in Silver Spring. Fr. Lalo is fluent in English, French, and Spanish. He is working on his Doctorate in Theology. He hails from Costa Rica, where the remainder of his family reside.
- c. Council members in attendance also introduced themselves.
- d. Fr. George Corrigan, OFM will arrive on 26 September.

V. Pastor's Report

- a. Friar Henry arrived in Tampa, Florida for his new assignment.
- b. The collections and donations are decreasing, and the concern with this grows as time passes.

- c. Before the Coronavirus many unregistered people were attending Mass, and they made donations to the collection. Currently, most of these people are not attending at St. Francis and this has an adverse impact on collections.
- d. The construction permit for the parking lot was never recognized as completed which has required the parish to pay an annual fee of \$2500 to the county for the last twelve years. A brief discussion with the county showed they may require substantial changes to the as-built design. Those changes could include a retaining pond and regrading of portions of the grounds. Currently, paying the annual fee is a much less expensive option. Any resolution will involve the Diocese.
- e. Attendance at Masses continues to increase, with all masses fully subscribed. Where there are empty seats, some have reserved them and not used them. To resolve this, instructions are being sent on how to cancel seat reservations if you don't intend to use them. Instructions can be found on the Parish website using [this link](#).
- f. Preparations for an additional 5:30 PM Mass on Sunday are in progress. The challenge will be identifying volunteers who will help with temperature scanning, check-in, and seating for this Mass.
- g. Many parishioners have commented favorably on the current Mass seating arrangements at St. Francis.
- 5. Tom Peitler is currently working on an estimate for permanent installation of the equipment used to live stream the Mass. The closed door confessional will be used for a control room. This loss will be replaced with another open confessional similar to the one in the front left of the church.
- h. Adult Catholic Education will begin after Fr. George arrives.
- i. Fr. John will be having dinner with Bishop Burbidge.
- j. Confession in Spanish will be moved to Saturdays, as Fr. Lalo has a conflict on Wednesday evenings.

VI. Town Hall follow up - Terry Danner

- a. Terry has been working on the feedback from the virtual Town Hall meeting to ensure answers were provided to all those who asked questions. An additional town hall meeting will be planned in the near future.

VII. School update - Dr. Tricia Barber

- a. Teacher meetings were held with two families at a time as students and parents brought in school supplies

- b. There are fewer children in daycare, presumably because more parents are working from home and requirement has decreased.
- c. Darlene has resumed catering operations.
- d. Friday school Masses are streamed to the classrooms.
- e. The school passed its annual daycare licensing inspection.
- f. The annual fire inspection was also completed satisfactorily.
- g. The operation of the school is going well – Dr. Barber thanks students, parents, and teachers for helping to make it a success.
- h. School registration is currently 241, with 2 more students pending enrollment. There are only two middle school grades with openings remaining for a total of 10 seats. Some students are taking virtual classes with All Saints Parish as an alternative.

VIII. Finance Council Report – Marv Floom

- a. The HVAC system should be completed by 28 September.
- b. Collections for July through September are forecasted to be down \$45,000 from the prior year.
- c. Religious Education fees are also \$6,000 less than the prior year at this time.
- d. Donations for July through September are likely to be \$5,000 less than the prior year at this time.
- e. Operational expenses remain mostly flat except for Corona-virus costs of \$15,000 for additional cleaning supplies, shields, and labor. Storage container rental for school items that were removed to create more classrooms is included in this amount.
- f. The good news is the PPP Loan of \$500,000 may become a grant.

IX. Hispanic Ministry Updates – Angelica Silva

- a. Baptismal preparation classes are being reorganized, and baptisms will now be scheduled for two Saturdays per month
- b. The Hispanic Ministry is in the process of organizing teams for Marriage preparation.
- c. A Saturday evening Mass in Spanish is live streamed on Facebook at 7:00 p.m.

X. New Business

- a. St. Francis has participated in the Unity in Community events for the past 5 years. This is a group of Prince William County faith groups who gather annually to celebrate the World Day of Prayer for Peace. The date this year is September 21. The celebration this year is virtual, but St. Francis is participating by singing the Francis Peace Prayer in Spanish. Fr. Iggy and Pequitte Schwerin sang the St. Francis Prayer one year in English.
- b. Maggie Eves will resume work on the strategic plan after gathering input from the new Friars assigned to the Parish.
- c. The grounds around the St. Mary's grotto and Labyrinth have become somewhat overgrown. The Knights of Columbus will be asked to consider working with the Pastoral Council trimming and cleaning the area. Maggie Eves, Jean Allen, Uli Vaerst, Dan Sullivan, and Clarence Neason volunteered to assist.

XI. Upcoming events

- a. Fr. John announced there will be a Priest from Georgetown University. The subject will be Medical ethics. The speaker is from the Georgetown Center for Clinical Bioethics, and he is also on the Pontifical Academy for life. Look for details in the bulletin or Parish website.

XII. Next Meeting – The next meeting was set for October 17th at 9:30 AM.

XIII. Closing Prayer – The closing prayer was offered by Fr. John O'Connor, OFM.

XIV. Adjournment – The meeting was adjourned at 11:00 AM.