

# Charlotte/Greece/Hilton Pastoral Planning Task Force Meeting Notes

Wednesday, April 27, 2022 – 6:30-8:30 pm

Our Mother of Sorrows Parish Center

**ATTENDING: Holy Cross/Our Mother of Sorrows:** Fr. William Coffas, Fr. Joseph Martuscello, **Holy Cross:** Joseph DiVincenzo, Ryan Snyder, **Our Mother of Sorrows:** Marc Boeh, David Witkoski, **St. Charles Borromeo:** Fr. John Firpo, **St. John the Evangelist:** Fr. Peter Enyan-Boadu, Nick Verdino, **St. Lawrence:** Fr. Lee Chase (via phone), Steve Amico, Jeri Rombaut, **St. Leo the Great:** Fr. Joseph Catanise, David Jones, Barbara Surash, **St. Mark:** Peter Blind, Kimm Wesley, **Facilitator:** Karen Rinefierd, **Minutes Scribe:** Maryanne Sutton

**EXCUSED: St. Charles Borromeo:** Gina Reeder, David Steklenski, **St. John the Evangelist:** Paul Parkman, **St. Mark:** Deacon Frank Pettrone

## AGENDA:

- 1) Opening Prayer, Gospel Reflection, Prayer Intentions
- 2) Introductions
- 3) Finalize draft spreadsheets for use in gathering data from the seven parishes
  - a) Parish Inventory Document distributed to the team
    - Parish ID: Email address to be added
    - **Mass Schedule:** Adoration to be added
    - Live Stream/Virtual to be added
    - **Staff:** Parish Staff (not School Staff) information to be added
    - School Data will be sent separately once accuracy has been vetted by principals
    - Separate category if staff shared at other parishes, which parishes work for, and hours worked at each
    - **Ministries:** Add Stewardship and Evangelization
    - Need a clarification of Social Ministry/Social Justice
    - Youth Ministry needs to be added
    - **Councils-Committees:** Make a note that OMOS/Holy Cross have a combined Parish Council
    - It was decided NOT to add Term limits as it can be confusing
    - **Faith Formation:** Only years of 2018/19, 2019/20, and 2020/21
    - A separate line for Youth Ministry and then Junior High/Senior High
    - Add an instruction line for # of participants
    - Add lines for Adult and Young Adult
    - **Hospital/Senior Care:** Need to add Hospice
    - **Fundraising:** no changes
    - **New Initiatives:** no changes
    - Action: Steve will incorporate the changes made tonight into the spreadsheet; Karen will sent to task force members for review before finalized
  - b) Parish Buildings and Grounds Usage and Needs document distributed to the team

- Each parish will have one page and will be able to create summaries
- Add Town/Municipality in Campus Township field under Parish Name section
- Add a Note if parish has a Cemetery in the Building and Ground Overview section
- Will change colored cells so blank cells indicate where to enter data
- Suggest that building name be separated from age and square footage
- Add a special features column
- Add Handicapped accessible and if a hearing loop system available
- Assets column (like a new sign was purchased in 2022)
- Capture size of grounds
- Action: Jeri will incorporate the changes made tonight into the spreadsheet; Karen will send to task force members for review before finalized

4) Initial discussion (questions, comments, conclusions).

a) Mass Attendance Trends

- Attendance trends are declining as consistent with other parishes across the diocese
- This is especially true since Covid
- We must consider changing demographics

b) Sacramental Celebration Trends

- Sacrament Trends are down
- The Funerals data do not reflect our recent experience are up considerably
- The OMOS Funeral numbers are incorrect
- What do the funeral numbers include: Masses only? Services only in the church building? Many are at funeral homes and, during Covid, many were graveside
- Action: Karen will check with Fr. Dan Condon, the diocesan chancellor, to clarify which funerals should be recorded in the parish sacramental records

c) Diocesan Priests (ages and number) Trends

- We have many older priests, majority of our priests
- Second highest age is 50's-60's
- We have very few younger priests, smallest group age 20's to 30's

d) Could we get the # of Registered parishioners? We can get numbers from each parish but this is a difficult number to report accurately

5) Content for first communication to Parishioners about the Task Force—this May

- Article should be short and high level
- Each subsequent one will have more detail
- The goal of pastoral planning
- Members of the task force
- Action: Karen will draft, send out to task force members for review, final version will go to parish communications contacts

6) Dedicated space for task force documents

- There will be a place for final documents to live that is currently being set up by Diocese IT department
  - These documents will be read only documents that can't be edited
  - Everything will funnel through Karen
- IT Security is a top priority
- We are hoping to set up a page on one of our parish websites for anything that goes out to parishioners

7) Preparation for next meeting

- Think about short-term and long-term goals for this task force

8) Next meeting date and tentative location

- We are rotating nights to accommodate team schedules
- The next meeting will be Tuesday, June 21<sup>st</sup> at 6:30 pm at St. Lawrence in room 4 of Deacon Hall