

St. Francis of Assisi Church  
Pastoral Council Meeting Minutes  
Tuesday, January 31, 2017, 6:00 p.m.

**Attendees:** Sarah Kinsman-Welch, Alan Heimer, Janela Hubka, Barb Plenge, Lucy Becker (Liturgy Committee), Rose Bengal, Joe Wick, Lauren Salinas

**Absent:** Bruce Anderson, Mary Kruse, Fr. Luis, Salvador Ibarra, Jeorgina Ledesma, Juanita Zambrano

- Read and discussed Sunday's Gospel and concluded with the Prayer of St. Francis
  
- Parish Manual
  - The Liturgy Committee focused on creating and updating the policies in section C
  - Each ministry will have their own procedures
  - Msgr. Cook was forwarded a paper copy from Susan and he shared a few comments.
  - **Action:** Sarah will collect all of the updated sections and forward the soft copy to Msgr. Cook
  - **Action:** Sarah will send the current version of section D to all council members
  - **Action:** Council members will individually review and update their copy of section D
  - **Future agenda item:** Review section D updates
  
- Listening Sessions
  - **Action:** Bruce will compile all the feedback he has received and forward to the entire council
  - **Future agenda item:** Review feedback and determine priorities

#### Committee Reports

- Liturgy committee
  - Worked on parish manual
  - Held ministry fair and got a few new names (about the same as usual)
  - Planning for next liturgical season
- Faith Justice
  - Msgr. Cook attended the last meeting

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- Planning for Catholics on the Capitol – 9 March
- Collecting for resource room
- Discussed Interfaith Hospitality Network

These updates were provided by Al Heimer via email:

- Drug and Alcohol Education: Marian Goodson and the Wellness Committee are working on a forum to discuss drug and alcohol use in our parish community. This was a concern of some parents in the Hispanic community that Father Jose had shared back in August of 2016.
- I am still working with the Rochester Police Departments Community Action Team to have them come in and do a presentation on keeping our parish community safe. They've recently had some changes to their team which has presented some challenges in setting up a date. The officer I was working with has taken a promotion. I'll be meeting with my new contact the first full week of February. I hope to get a date set in March.
- Sister Ruth inquired as to whether our parish provides jail ministry to our local county jail. Monsignor Cook said that he would check with the Diocesan Deacons to see if any of them were ministering at the county jail.
- Sister Ruth reported that Assisi Heights is investigating the possibility of becoming a sanctuary site for our Hispanic parishioners.
- Faith Formation
  - A parish family gifted us with copies of *Resisting Happiness*
  - May use for possible book discussion during Lent
  - Two candidates were interviewed for open positions
  - Neither is available until after graduating in May, 2017
  - They are uncertain about their future plans
  - 24 youth participated in the Confirmation/Youth retreat on January 14
  - First Reconciliation is set for February 4
  - There will be an additional date for First Reconciliation in late March for those children who are not quite ready to make their First Confession on Saturday, February 4
  - 48 children preparing for First Reconciliation/First Communion

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- No longer accepting children for this although they can still participate in Faith Formation classes
- Knights of Columbus
  - Several members passed away in the last quarter
  - Adding some new folks based on the membership drive after masses
- Hispanic Council
  - No report
- Youth
  - No progress in hiring a replacement for Matthew Edens
  - Matthew did help out with the January event
  
- Parking Lot
  - Update on situation with paving company
    - Will work with a different contractor in the spring
    - Using some funds that were held back from the original contractor
    - May want to wait till summer to minimize the impact to the school
  - Discussion on what needs to be done when lines are redrawn
    - We will get feedback from the new contractor
    - Current layout is not optimal for the school, but there don't seem to be any great options

*(This process was originally started because we were contacted by the city about unsafe street parking at Sunday Masses)*
  
- Kitchen Situation
  - Policy for use of kitchen & other parish items by groups
    - **Action:** Joe, Barb, Bruce and Mary will meet to resolve
  - Coffee machine not working properly
    - **Action:** Sarah & Deb will look into getting the machine serviced

**Next meeting:** Tuesday April 25, 6:00 – 7:00

Joined by the finance council and concluded in prayer (Our Father)