

## **Incarnation Parish Council**

### Meeting Minutes

*September 11, 2008*

*Present:* Tim Benson, George Buckland, Chad Brunner, Joe Casey (Secretary), Terri Gannon, Suzanne Holland, Msgr. Peter Joyce, John Mirenda, Father Michael Romano, Ann Spross (Vice President), and Sharon Tombleson *Not attending:* Michelle Brunner and John Zupko (President).

Also attending: Maureen Austin, John Echtermeyer, Patti Houwen and Karl Tomaszewski

*Next meeting:* Thursday, October 9, 2008, 7:30 p.m. Parish Rectory

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#### **I. Opening Prayer**

Monsignor Joyce opened the meeting with a prayer.

#### **II. Call to order/Roll Call**

Vice President Ann Spross called the meeting to order and asked for a Roll Call of those present.

#### **III. Approval of Minutes**

Minutes of the June 12, 2008 meeting were unanimously approved.

#### **IV. Pastor's Report**

Monsignor Joyce reported that settlement for the sale of the Shadow Place church was scheduled for September 23. Incarnation is requesting a slight delay to fully implement the plans of the Transition Committee.

Monsignor discussed additional diligence needed regarding the construction planned for the Incarnation Campus, given the tremendous growth Incarnation is experiencing and the potential future effects of the Diocesan transitions. Members of the Finance Council and Parish Pastoral Council will be invited to meet with the Architect at a special meeting before the next Parish Pastoral Council meeting.

#### **V. Committee Reports**

##### **A. Website Update**

- a. John Mirenda's report was deferred to the October meeting. Monsignor acknowledged John for the outstanding work he's doing with the website.

##### **B. Automated Contributions**

- a. Tim Benson reported that three families to date have signed up for the service provided by Parish Pay during the soft launch. A minimum of five families are needed to be in the program by October to avoid fees. The full launch is planned for the October/November time frame.

##### **C. Parish Mapping**

- a. George reported that the report/map created through the mapping process is expected to be a living document, which defines who we are as a community, and should be reviewed on at least an annual basis.
- b. Suzy walked the attendees through a detailed report the Committee distributed that addresses trends in population growth; race & ethnicity makeup; and the impact of the Diocesan realignments. The

report also included a breakdown of parishioners by zip code and status (Active/Inactive) which documents where the majority of the Parishioners live, (Mantua, Sewell, Wenonah).

- c. George praised Chad and Suzy for their contributions. The Committee recommended that the Council use the data to position Incarnation to meet evolving needs rather than react to those needs.
  - d. To illustrate the value of this, Monsignor relayed a discussion/debate that the Music Ministry had regarding the use of hymns written in Spanish. The debate centered on the current percentage of parishioners who would benefit from incorporating the hymns vs. the potential beneficiaries of such outreach.
  - e. George cautioned Council not to take the accuracy of the numbers in the report as 100% fact. Even with the quality sources used, it's possible some variables may have been missed, and in any case the report is a "snapshot in time" at a time when great changes are taking place.
  - f. The committee also recommended interviewing/surveying formerly inactive families that have recently become active, as well as new parishioners.
- D. Family Fun Day
- a. Ann asked if all had reviewed the written report of the 8/13/08 follow up meeting about the event.
  - b. Feedback about the event was very positive and the stated objectives were met.
  - c. The working relationship with the Knights of Columbus was regarded as a positive for both events and plans for 2009 already are underway.
  - d. Several "new faces" became involved through the event and the organizing committee will be expanded for 2009.

## **VI. Old Business**

- a. The Transition Committee's subcommittees have been very active, meeting throughout the summer to prepare for the sale of the Shadow Place properties. A print of the Shadow Place Church, created by Richard Gearst, is being prepared for distribution, as well as bookmarks using the print. Ann offered to look into an alternative laminating option to potentially reduce costs **(ACTION)**.

## **VII. New Business**

- A. A motion was put forth to approve a Communications Committee to support the work of the Council and Incarnation, comprised of both Council members and individuals not on the Council. The work of the Communications Subcommittee from the Transition Committee has proven to be very useful/helpful to Incarnation and those individuals are being asked to remain involved. George moved that Council approve the new committee and Chad seconded the motion, which was unanimously approved.
- B. Chad raised a question regarding how best to engage St. Margaret's children in the Parish and to collaborate with the school. Monsignor encouraged the St. Margaret's committee on which Chad and Terry participate to bring some ideas forward that will complement the engagement activities (visits, parish bulletin column, etc.) that have been implemented by Incarnation.
- C. It was suggested that the weekly bulletin feature a "Parishioner of the Week" and possibly a "Spotlight on Military Families" with a family member currently

deployed in Iraq or Afghanistan. Implementing these suggestions will be a task charged to the new Communications Committee.

- D. It was suggested that a discussion regarding renovation of the interior of the hall be added to future Council meetings. **(ACTION)**.

#### **VIII. Adjourn**

- A. Father Michael Romano led attendees in a closing prayer.
- B. The meeting was adjourned at 9:40 p.m.