

Incarnation Parish Council

Meeting Minutes

May 8, 2008

Present: Tim Benson, Chad Brunner, Joe Casey (Secretary), Terri Gannon, Suzanne Holland, Msgr. Peter Joyce, John Mirenda, Father Jason Rocks and Ann Spross (Vice President), Sharon Tombleson and John Zupko (President).

Not attending: Michelle Brunner, George Buckland, Sharon Tombleson and John Zupko (President)

Next meeting: Thursday, June 12, 2008, 7:30 p.m. Parish Rectory

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 4-10-08 meeting were unanimously approved.

IV. Pastor's Report

Monsignor Joyce thanked Council for their support of the Incarnation Community Classic Golf Outing. While the evening banquet didn't go as planned, the day's activities did bring the community together in a common cause and raised \$13,000 for education of Incarnation youth, which will be distributed between St. Margaret's and Incarnation's Religious PREP program. Plans for a 2009 event are under way.

Monsignor also provided an update on the sale of the Shadow Place properties. A pre-closing property inspection identified some potential environmental concerns that require further exploration. The buyers were also notified of an offer to address the removal/replacement of the stained glass windows from the church. Any additional upgrades to the replacement windows beyond the offer will be the responsibility of the buyers. A Transition Committee is being formed to address the physical, liturgical and spiritual aspects of the transfer of ownership of the church. Parishioners with various areas of expertise and backgrounds are being sought to complete the committee's membership.

As announced, Father Jason Rocks is leaving Incarnation on May 29 to begin an assignment as administrator at St. Gregory's Parish in Magnolia. Father Rocks will be honored for his contributions to Incarnation at a reception following the 11 a.m. Mass on May 18.

Monsignor will be issuing a financial report for 2007 and the first quarter of 2008 when the first quarter financials are finalized. Incarnation's debt has been reduced to \$1.162 million.

V. Committee Reports

A. Website Update

- a. John Mirenda's reported that the Incarnation Website now features a section on Incarnation's Religious PREP program, access to various forms and the minutes of the Parish Pastoral Council meetings.
 - b. Ministry input is being sought and plans to feature/highlight each Ministry are being developed.
 - c. Incarnation Family Fun Day information is being added to the site.
- B. Automated Contributions
- a. Tim Benson distributed and reported on the Power Point presentation on the automated contributions program that he made to the Finance Council. The report focused on three options available to implement or not implement a program and Tim shared a fourth option with Council members in which Parishioners would simply set up Incarnation as a "vendor/payee" in their own online banking systems' Bill Pay feature. Next steps are for Council to decide on a direction for the Parish to pursue. **(ACTION)**
 - b. Goal is to emphasize this program as a service, not a fundraiser. There is a potential that the service may involve some costs to Incarnation, depending on the options selected, which the parish may be willing to bear to enable Parishioners to have the convenience of making their weekly contributions online, potentially saving Parishioners costs for checks, stamps, etc.
 - c. One recommendation was for a "soft launch" of a program in the summer to enable those interested in participating to see if the program selected meets their needs.
 - d. Tim offered to request proposals from additional vendors to compare with the services of a vendor that has an existing relationship with the Diocese and other parishes in the area. **(ACTION)**.
- C. Parish Mapping Process
- a. Suzanne Holland distributed a report providing a detailed demographic/statistical picture of the families registered with Incarnation. Some 2,752 families are registered, with the majority being identified as "Active." This sparked some discussion about the percentage of the communities, particularly Mantua, that are Catholic and the possibilities that community events, such as a procession through town, or a neighborhood Mass/event can perhaps be arranged.
 - b. Chad Brunner distributed demographic information obtained from Link2Lead, a service available through the Diocese, which provides population breakdowns and planning information. The data suggested projections of cultural and minority diversity over the next five years. Chad also distributed an updated map of the Gloucester County's Catholic Churches reflecting the changes announced by the Bishop in April. The committee is working on providing an overlay to further the mapping process.
 - c. Suzy posed two questions/recommendations from the committee:
 - i. The committee sought Council's permission to pursue a proposal regarding the findings of the mapping process to Council within 60 days – or at the first meeting following the summer break; and
 - ii. That the works of the committee continue to a next phase to focus on 2015 needs/models.
 - d. A motion to accept the two recommendations was unanimously approved by Council.

D. Family Fun Day

- a. Ann Spross provided a verbal update on the planning for this July 13 event. As of 5/8, two ministries returned commitment forms to participate and two more verbally indicated an interest.
- b. Ann shared a diagram of the parking lot which showed where tables/booths will be set up, as well as where the Moon Bounce and other planned activities will take place.
- c. Among the items planned/discussed were the potential addition of a dunk tank; providing "character photo" opportunities; scheduling of different demonstrations/activities at the top of each hour of the event; and the use of a "boom box" due to the lack of an outdoor amplification system.
- d. Help will be needed for set up and with potential exhibits/activities. Depending on the response of the Ministries, outreach to other parishioners may be necessary to fill the four-hour program.

VI. Old Business

- A. Memorabilia honoring the Shadow Place Church
 - a. This idea, previously introduced at a Council meeting, will be referred to the Transition Committee.
- B. Use of the Prayer of the Incarnation
 - a. A question was raised about the role of the prayer in projecting a vibrant parish.
 - b. While not applicable to the Vibrant Parish Criteria defined in the Gathering God's Gifts process, nor announced in Mass, there will be efforts to introduce the prayer, which is found in the front matter of the Missalette

VII. New Business

- A. A question was raised as to why the Missallettes no longer provide the full text of the readings and Gospel.
- B. Monsignor shared that there is some debate regarding the best approach to take – verbal or written – in presenting the readings and Gospel during Mass.
- C. Monsignor reported that he planned to seek input from the Liturgy Ministry regarding which type of Missalette to order as the time is approaching to order the 2008/2009 books. **(ACTION)**

VIII. Adjourn

- A. Monsignor Joyce led attendees in a closing prayer.
- B. The meeting was adjourned at 9:01 p.m.