

**Parish Pastoral Council Meeting Minutes**  
**March 5, 2007**  
**6:30 PM, Ark Room**

Attendees: Rev. Msgr. Robert M. Coerver, Tony Acuna, Norm Brennecke, Lorraine Chambers, Julie Dulac, Bob Guzik, Karen Moss, Dan Muckensturm, Jose Rodriguez, Yolanda Rodriguez, Karen Stonecipher, Bill Stewart, Rob Taylor and Anthony Delarosa.

Absent: Nicholas Alberts and Brett Ensor.

Father Bob opened the meeting with prayer.

Town Hall Meeting, Subcommittee Report

Lorraine Chambers, subcommittee chair, indicated that the subcommittee, consisting of herself, Tony Acuna, and Norm Brennecke, met on February 21. A tentative agenda was set for the Town Hall Meeting. Lorraine read through the tentative agenda and council members asked questions and gave feedback on possible options for the meeting. The following ideas were suggested:

- See if recordings can be made through the sound system, so the quality is better.
- Parishioners who are unable to attend the meeting that would like to know what went on can ask for an audio copy of the meeting. CD's will be made for parishioner convenience. Suggestion was also made to post the audio on the web.
- Indicate that all questions will be answered at some time or another, but if parishioners wanted to ensure an answer to the question during the Town Hall Meeting, submission should be made before April 25<sup>th</sup>. Questions posed after the 25<sup>th</sup> have a high probability of being answered at the Meeting, but guarantees cannot be made.
- Any questions that remain unanswered after the meeting will be answered and posted on the website and on the bulletin board in the Holy Family Center for review of parishioners.
- Nursery service will be provided on the 29<sup>th</sup>.

The Hispanic Preliminary Meeting subcommittee, consisting of Tony Acuna, Yolanda Rodriguez and Rosalba Hernandez, met on March 4 to discuss the agenda of the Hispanic preliminary meeting to be held April 15 in the HFC directly after the 12:15 mass. The meeting will be informational, explaining the purpose, procedure and extending an invitation to the April 29 official Town Hall Meeting. Time for written questions is planned. Answers to those questions will be given at the April 29 meeting. A follow-up Spanish speaking meeting a week or two after the Town Hall Meeting will help summarize answers to questions from the floor and information discussed at the official Town Hall Meeting.

A movie will be played for the children in the Ark Room during the Hispanic preliminary meeting. Light snacks will be served since the meeting is directly after mass.

Council members reviewed the purpose of this Hispanic preliminary meeting. Members agreed that at the PPC meeting in February, the consensus was for a preliminary meeting

incorporating the Spanish-speaking population that would help to capture a large audience and create an open forum for submission of questions.

The following suggestions and concerns for the Hispanic preliminary meeting were mentioned:

- Ensure there are 2 Safe Environment cleared adults per 15 children in the "movie room".
- Karen Stonecipher will check with Kristen Vinci to see what the plans are for the Scholastic Book Fair that will take place after the masses on the 15th.

Lorraine indicated that an announcement would be placed in the bulletin each weekend in April, leading up to the meeting on April 29<sup>th</sup>. Bulletin announcements in Spanish on the 1<sup>st</sup> and 8<sup>th</sup> would inform parishioners of the Hispanic preliminary meeting. A reminder will be placed in the bulletin on the 29<sup>th</sup> to inform parishioners of the meeting on that day.

#### Ministry Meeting, Lessons Learned

Karen Moss indicated that council members had taken the previous month to think about and review lessons learned from the Ministries Meeting that took place on February 10<sup>th</sup>. These "Lessons Learned" were compiled in a document that was shared with all PPC members. These lessons would be saved and passed down to the subcommittee that plans the next Ministries Meeting

#### Ministry Meeting, Liaison Reports

In February, Council members agreed that each liaison would take time to contact and meet with Ministry Leaders to discuss their respective ministry's report. Karen Stonecipher, Dan Muckensturm, Lorraine Chambers, Tony Acuna, Norm Brennecke, and Jose Rodriguez indicated that they were prepared to share information regarding their meetings.

Julie Dulac indicated that we would take time for 2-3 council members to share their information. If time allowed at the end of the meeting, more reports could be shared. Julie asked members to listen to reports and discern issues and strategies, as well as future PPC agenda items.

Karen Stonecipher, liaison to Faith Formation, Youth Ministry and Mother's Day Out & Nursery, reported that she had met with these Ministry Leaders and questions from the Ministries Meeting were answered. Karen shared the questions and comments from index cards with council members and indicated that she had met with Kelly Colbert, Youth Ministry coordinator, to discuss frustrations listed on her ministry's report and discern possible solutions.

Based on the reports given from Karen, council members agreed that future agenda topics surrounding these ministries would be:

- Separate Sacramental Workshop Idea (April agenda)—invite Beth Wright and Kelly Colbert to attend the PPC meeting
- Mother's Day Out (May agenda)
- Intergenerational Sessions (Summer/Fall agenda item)

- RCIA
- Youth Facility

Jose Rodriguez indicated he had spoken with Bob Hille regarding the Extraordinary Ministers of the Eucharist. Bob indicated that he had no trouble getting Eucharistic Ministers to participate in each of the masses. Bob did express that there was a lack of communication with Hispanic counterparts. Rosalba Hernandez, Ken Swinson and Father Bob are working to alleviate this problem. Jose reported that he and Bob Hille would keep in contact to discuss progress with the ministry.

#### Access/Parking Subcommittee Report

Bill Stewart, co-chair of the Access/Parking subcommittee, indicated that subcommittee met on February 27. In attendance were Bill Stewart, Tony Acuna, Rob Taylor, and James Dulac. Numerous issues were discussed regarding parking and access. The subcommittee recognized the need to consider immediate and long-term solutions to both problems. Initial brainstorming efforts provided some preliminary ideas and recognized the need to acquire more information, including maps and plats of the area. A second meeting will be scheduled within the next couple of weeks, as soon as information is available.

Immediate parking suggestions included:

1. Relocate the bus/van on Sundays to free up several parking spaces outside the Holy Family Center during Faith Formation. Possibly park in the turn-around or get permission from HCA to park on the other side of Damascus Road
2. Initiate discussions with HCA to allow sharing their parking space on Sundays.
3. Consider schedule changes to mitigate peak congestion problems
4. Consider remote parking for masses and using the bus to shuttle parishioners

Long-term suggestions included:

1. Look into ways to utilize the undeveloped portions of OLOL's property
2. Identify all adjacent properties that could help improve either access or parking. Research those opportunities for purchasing land and/or partnering with possible development strategies to OLOL's benefit.

Action Items:

1. Research the City's records for relevant plats, plans, 205 expansion details, recorded agreements and minutes of discussions related to OLOL's access issues
2. Schedule the second meeting to focus on identifying the subcommittee's goals, outline the process and the timetable required to achieve those goals and continue brainstorming
3. Possibly set up meetings with parishioners involved with previous parking and access related planning and/or improvements

#### Space Subcommittee Report

Yolanda Rodriguez, chair of the Space subcommittee, indicated that subcommittee met on February 20. In attendance were Karen Stonecipher, Dan Muckensturm, Kelly Colbert, Beth Wright, Kristen Vinci, Rosalba Hernandez and Yolanda Rodriguez. The purpose of this meeting was to address concerns about the lack of space, make recommendations to ease or eliminate the concerns and to identify possible solutions.

After opening the meeting, each Ministry Leader and PPC member presented concerns regarding the lack of space. Suggestions were made to resolve the problem and work towards an “ultimate dream”:

- Purchase land off-site
  - Dan looked into available buildings and the possibility of leasing them. At this point, most of the buildings are zoned “commercial” and owners do not want to lease to a church. Subcommittee members will continue to research possible off-site buildings to lease. Preference would be a 2-5 mile radius of OLOL.
- Rent space from RISD
  - Kelly reported that cost of renting space from RISD was \$15-\$30 an hour with a minimum of 3 hours. We may only rent during the time that school is in session, not during school holidays or in the summer.
- Discuss lease of space from HCA
- Offer HCA assistance to build out a portion of the unfinished building in return for the use of finished space and the gym facility
- Consider purchase of the 10 acre property belonging to HCA (immediately north of Damasus Road, which borders the cemetery)
- Build a permanent structure on our existing property that meets the needs of the OLOL Faith Formation and Youth Programs. Consider a modified version of the Saint Elizabeth Ann Seton Faith Formation /Youth Center.
- Review the Catch the Vision Youth Facility plans. Kelly recalls that plans would accommodate the youth program needs.

Yolanda reported that two main observations were made during the subcommittee meeting:

1. The current Youth Room is too small to accommodate the Youth Programs/Groups.
2. Utilizing the current space to satisfy Faith Formation is much more feasible. (see notes below)

Subcommittee members agreed that eliminating Faith Formation on Sundays would open up many rooms for other things on Sunday. This would also alleviate some parking issues. The number of people on the property from 9:00 AM to 12:00 PM on Sundays would dramatically decrease.

Offering classes during the week, preferably on Wednesday and possibly on Monday would accommodate parishioners. Classes could be offered at 4:00 PM. The subcommittee felt this time would accommodate stay-at-home moms, as well as teachers who would like to take advantage of a class right after school. Later time slots, perhaps 5:30-6:30 and 7:00-8:00 would be offered for those families who need a later time due to work, etc. The number of classes and times offered would correspond to the needs of the parishioners.

The issue of allowing only registered members of OLOL to utilize Faith Formation classes was discussed.

The Space Subcommittee members would like parishioners to compare the Holy Family Center and the outside traffic flow on Sunday, March 11 and March 18 when Faith

Formation classes are not in session, as opposed to the Sundays that Faith Formation is in session.

Julie Dulac asked Father Bob if he had pressing concerns that needed to be addressed at the meeting. Julie then asked if Council members had pressing needs from parishioners that should be addressed at the current PPC meeting. As no pressing concerns were presented, Council members agreed that it was wise to postpone the meeting to a later date due to the late hour. At that future date, the remainder of the agenda items would be addressed. As well, additional Liaison Reports could be heard and discussed. Members agreed that the PPC meeting would resume on Sunday, March 18<sup>th</sup> at 4:00 PM in the Ark Room. Old business will not be discussed at this continued meeting.

Yolanda Rodriguez ended the meeting with a closing prayer.