

**Minutes of Parish Council Meeting
St. John Paul II Catholic Church
Wednesday, April 29, 2020 Conducted via ZOOM**

Present: Staff – Fr. Peter Do (Pastor); Mary Ann Wheatley (Bookkeeper); Frances Seaton (Youth/Formation Director). Voting Members – Timothy Buckley (Chair); Bob Goens (Vice-Chair); Chris Clements (Young Adults); Chris Finzer (Formation); Laura Tallent (Academy); Faye Johnson (Worship). Other – Steve Gagel (Finance Council Representative). Quorum of Voting Members Present.

Not Present: Betty French (Excused); Erin McGuire-Osting (Excused), Kristi Short; Kirstie Thorpe. Youth Representative (Vacant).

Fr. Peter opened the meeting with the Prayer for Renewal of our Nation's Consecration to the Care of our Blessed Virgin Mary.

Tim noted that the Council voted by email on March 16, 2020 to approve the minutes from the February 24, 2020 meeting.

On Committee Reports, Laura reported that the Academy is currently conducting distance learning for all students. The last day of class is scheduled for May 15, but graduation plans are still pending. The Academy plans to re-open on a normal schedule in the fall.

Donna Kenney advised the Council that the Francis Center has currently suspended all activities during the coronavirus quarantine.

Tim reported that CLOUT is continuing to pursue its projects relating to affordable housing, restorative practices in schools, and senior issues. Our Justice Ministry Team has just completed training and is kicking off CLOUT's Investment Drive as of today.

Tim asked Fr. Peter to update the Council on the effect of the coronavirus on the parish. Effective March 16, all public Masses and all in-person events have been suspended. We are live-streaming our 9 am Sunday Mass live via Facebook, and the recording of that Mass is available on our website and Youtube. Fr. Peter reported that the reaction to those broadcasts has been positive. Mary Ann reported that collections were sharply down in March but have returned to near-normal levels in April. Parishioners are using the online giving option or mailing in envelopes. At the direction of the Archdiocese, the office is closed to the public, but staff is working either from home or within social distancing guidelines. The Archdiocese has asked parishes to keep their offices closed until May 15. As of today (April 29), Governor Beshear announced that churches may meet for in-person services after May 20, with due regard for social distancing guidelines.

However, the ultimate decision when and how to resume Masses must come from the Archdiocese.

Tim reported that the old rectory was demolished the week of March 30. The foundation for the new rectory was poured the following week, and construction on the building is proceeding. We are still expecting to complete the construction by October. Tim invited all Council Members and Parishioners to stop by the campus to view the progress.

Tim also reported that the architectural plans for the Parish Life Center were posted in church and online as of the weekend of March 14-15. But due to the coronavirus, the scheduled parish meeting has been postponed. Council members reported that the parish reaction to the design has been mostly positive. Fr. Peter reported that the Archdiocese has asked us to slow down our work on the project until the situation becomes more certain. In the meantime, we have hired a surveyor and a geotechnical engineer to conduct studies necessary for approval of the project. VNBA Architects is also working to develop cost estimates for the project.

Tim asked Chris C. about the status of the fundraising committee. Chris C. reported that the committee has not met. However, most parishes have cancelled their picnics through at least June. Since there may be a number of fall events taking their place, Chris C. said that the committee will meet again to identify potential dates and fundraising events.

Mary Ann presented the FY 2020-21 budget approved by the Finance Council. The income portion of the budget reflects the trend of declining collections. Expenses have been adjusted to reflect the reduction in staff members. The categories reflecting income or expenses for separate campuses have been combined. However, no attempt was made to account for the effect of coronavirus on income or expenses. Steve reported that the Finance Council was in agreement with the budget and voted unanimously to approve it. Laura moved for the Parish Council to adopt the budget, and Chris C. seconded. The Council unanimously voted to adopt the budget.

On an additional fiscal matter, Mary Ann reported that the rectory demolition cost \$17,000, but the Archdiocese gave us a \$10,000 grant to defray expenses. In addition, the Archdiocese has arranged for both the parish and the Academy to receive a forgivable loan via the CARES Act to maintain our payroll.

Tim noted that the schedule previously approved for nominations and selections must be adjusted since we are no longer meeting in person. The Council agreed to open nominations on the weekend of June 7, close nominations on the weekend of June 21, and hold Selection Sunday on June 28.

Mary Ann noted that there are some issues with the adoption of the Bylaws and membership of the Council. Fr. Peter will review the Bylaws and formally sign

them, reflecting the Council's adoption of them in October 2016. Once signed, the Bylaws will be posted on the website. The Selection process will also reflect that Tim represents Administration, Kristi is the Adult representative, and Kirstie represents Parish Life. The Academy and Youth representatives will be appointed by Fr. Peter and need not be posted. The announcement for nominations will reflect these roles.

Tim also noted that we will need to elect new officers for the coming year. Tim asked members of the Council to consider positions as chair, vice chair, and recording secretary. The Council agreed that to hold a meeting in July to elect officers, after the new Council members have been selected or appointed.

There was a question about publication of the bulletin. Mary Ann reported that only a few copies of the bulletin are being printed. However, if any parishioners want a printed copy, she will talk to Yvonne about mailing out copies upon request.

Mary Ann also noted that there has been some confusion about the retirement of Kathaleen Riggs as Formation Coordinator. The duties of that position have been assigned to Frances. Unfortunately, the suspension of in-person Masses has made it difficult to formally announce Kathaleen's retirement or to properly recognize her contributions to the parish. We will plan for a formal announcement soon, and a reception as soon as possible.

The Council scheduled the next meeting for Wednesday May 27, most likely via Zoom again.

Tim closed the meeting with the Prayer to the Holy Virgin of Guadalupe in light of Coronavirus.

APPROVED: May 8, 2020