

## **Pastoral Council Meeting Notes Holy Name Parish, Ketchikan, AK 19 December 2016**

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### **6:00 Opening Prayer – Fr. Pat**

Fr. Pat and Pastoral members welcomed Evan Raber as our newest member. Mark Hilson, Financial Council chair is also now a standing member of the Pastoral Council. Patti will write a thank you note to Ruth on behalf of us all for her outstanding service on the Council.

Fr. Pat announced Bishop Burns transfer to the Diocese of Dallas effective in January. A Diocese Administrator will be selected from the pool of priests within the Juneau Diocese. If Fr. Pat is selected, he will likely stay in Ketchikan but will have to travel frequently to Juneau. The interim administrator will likely be in place for a year or possibly more until the Pope selects a new Bishop.

Fr. Mike Galbraith has officially been assigned the Parish Priest for St. Paul the Apostle church in Juneau. Therefore, Fr. Mike will not be coming back to Ketchikan as we had hoped.

### **Old and New Business:**

- FINAL Pastoral Council Charter
  - Fr. Pat approved and signed the final Pastoral Council Charter.
  - Patti will scan it and have Johanna post it to our website as well as send copies to all members.
- Ministry Trainings
  - Fr. Pat will be providing ministry training for altar servers, lectors and Eucharistic ministers next weekend.
  - He will rely on Ministry leaders to inform him of any additional trainings that are needed.
  - We are in need of additional altar servers for the Saturday and Sunday evening masses.
- Ministry Contact Lists
  - Patti completed all the ministry contact lists and distributed them to all ministry leaders and the church office.
  - These lists go out of date quickly, but we will not worry about it. Shelly may update the lists as needed, but we will wait for a large scale update until after the next ministry fair in September 2017.
- Ministry Commissioning Masses
  - Fr. Pat will conduct the commissioning masses for all ministry participants the weekend of Jan 7-8.
- End of Life Workshop – organizing and planning with Ann Margaret Schuham-Hardy

*Our Mission: We, the Pastoral Council of Holy Name Catholic Church will seek to advise the pastor on all matters affecting the good order of the parish, with an emphasis on strategic approaches to advance the cause of the Gospel in our community, being guided by the authentic teaching of the Holy Roman Catholic Church. As representatives of the parish we will be sensitive and responsive to the needs and concerns of all in a spirit of prayer, commitment and action.*

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- Fr. Pat will be going out of town during January so we would like to postpone this even until February before the lenton season. He will contact Ann Margaret to see what dates are good for her. One suggestion is Feb 11-12.
- Welcome Basket for Vince is being gathered by Shelly and Patti at the church office. Please provide your donation to Shelly by Sept 28.
- Pastoral Planning – considering the fact that Fr. Mike will not be coming back to Ketchikan, we may want to review the Pastoral Plan and reevaluate some of our high priority items that we wish to implement during 2017. This will be a primary agenda item at the next Council meeting.

### **Standing Items: Fr. Pat**

- School News
  - Changes in personnel will occur for winter/spring semester. Kayla is leaving (1<sup>st</sup>/2<sup>nd</sup>) and will be replaced by Barb Strote from 3<sup>rd</sup> 4<sup>th</sup>. Barb will be replaced by Rebecca Mike. These changes are going very smoothly.
  - Alma Parker is the new school secretary and is also involved with Studio Max dance studio. She was responsible for working with the students on the Christmas program.
  - HNCS is looking for a PE teacher (part time).
- Holy Name School Advisory Committee News
  - Reports are that the School is doing very well under Nicole Miller's leadership.
  - The advisory committee had two people step down, leaving a hole in some of the subcommittees (marketing and curriculum development). Nicole hopes to motivate others to join the committee.
- Financial Council update
  - So far the school finances appear to be in good shape. The Alaska Day Auction grossed about \$50K primarily due to low overhead and expenses.
  - Parish finances are down, with weekly offerings down and FIA not at the anticipated target amount yet. Fr. Pat will extend FIA until Easter.
  - Anticipated deficits is expected for the church side of the parish.
- Facilities - Ongoing facilities project updates
  - Tom Schulz finished fixing the church kneeler needing maintenance. A decision was made to postpone reupholstering the kneelers that don't need it yet.
  - The replacement of carpet in Parish Hall is another project that is being postponed until finances are in place. In the meanwhile, we will be getting the carpet cleaned.
  - For any maintenance issues that anyone notices, the proper protocol to getting them taken care of is to let Shelly know. Shelly will write it down in the church office maintenance log and also text both Eric Collins and Rob Miller as soon as possible to ask them to attend to the need.

**7:20 pm Closing Prayer**

**Next Pastoral Council Meeting** – January 16 at 6:00 pm. (Fr. Pat will be absent).