

St. Francis Parish Council Minutes
Regular Meeting; Brunsman Hall
Tuesday, April 9, 2019

Fred Bermudez, present
Francine Freitas, present
Jo Gonsalves, present
Darrin Greer, vice chair, present
Margaret Healy, present
Linda Hill, present
Melba Hinojosa, present
Bob Lavelle, excused
Dennis Mahoney, excused

Kent Meyers, present
Emer McKenna, present
Gary Myrick, present
Fr. Des O'Reilly, pastor, present
Bob Reid, chair, present
Tom Sweetman, present
Janet Vitt, secretary, present

Also attending were Beth White and J.D. Warrick of the parish staff.

Chair Bob Reid opened the meeting at 6:02 p.m., and Jo Gonsalves led the room in prayer.

The minutes of the March 12, 2019, council meeting, upon motion by Fred Bermuda, seconded by Darrin Greer, were approved unanimously. They will be posted on the parish website.

Pastor's remarks

- Father Des told the Council:
Students who were confirmed in March said they felt the ceremony had been lovely.
- He was looking forward to Holy Week and Easter and had been pleased by the numbers who had participated in Stations of the Cross.
- The Diocese reports that there had been a delay in the independent investigation that will result in a list of priests who have been credibly accused of sexual abuse. The investigators will resume, with a report and list expected to be released after Easter.

Chair's Report

Chair Bob Reid briefed the council on these topics:

- Communications Project – The update of the brochure about the Parish Pastoral Council is proceeding, with the intention of being in racks at the exits of the church.
- Council Members' Day – Members were asked to wear their Council name tags at Masses the weekend of April 27-28 because Easter conflicts with the third weekend, which is usually when the Council is identified during Masses.
- Parish Library – He shared a handout with the council to remind members of the resource we have in our parish.

Staff Report

Beth White, liaison to the Parish Council, briefed the council on these matters:

- Retired bishop Weigand on March 23 confirmed 43 young people at St. Francis.
- Staff and volunteers have “tunnel vision about Holy Week,” starting with Palm Sunday. She said a permit had been obtained so that the Palm Sunday procession could begin in the park at Sutter Fort before each of the Masses. She was still recruiting volunteers for feet-washing and for the Good Friday services.
- The sound system upgrade has been completed with microphones being replaced and broadcast frequencies being changed to avoid bleed-over broadcasts that were being picked up on our equipment. Fundraising at the February Gala covered the cost of this upgrade. The work did not, nor was expected to, improve the problems created by using amplified voices in a church the age and design of St. Francis.
- Infant and toddler baptisms will take place Saturday, April 27.
- The annual Iftar Dinner is scheduled for May 19 at SALAM Islamic Center.

Council Member comments

- Gary Myrick said Steps Ministry guests have voiced their appreciation for the visits they get from Fr. Des.
- Francine Freitas said a parish member wants to discuss the possibility of donating a piece of her daughter’s artwork for use in the church interior. The woman will be referred to Beth White.

Old Business

- **Parish Directory** – Francine Freitas said the last sittings for photos were on April 7, which was a year since the project was launched. A few more environmental photos will be taken around Easter, and then the photographers will edit photos and assemble the directory. In all, 308 parish members participated in the sittings. Ministries and parish groups were photographed. Target for the directory to be done is midsummer.

- **By-Laws Revision** – Because he was going to be absent, Dennis Mahoney had by email distributed a final copy of the revised Council By-Laws, including revisions that were suggested at the March meeting. After a discussion, one more change was made. Upon motion by Janet Vitt, seconded by Margaret Healy, the revised Bylaws were approved without objection.
- **February 2 Parish Conversation** – Janet Vitt briefed the Council on developing plans for a simple gathering the weekend after the Diocese releases its list of priests who have been credibly accused of sexual abuse. The organizing committee of the Feb. 2 Parish Conversation will continue to meet to discuss what formal follow-up might be done as a parish. The simple gathering would be a place for parishioners to come together in an unstructured gathering to share thoughts, pray and learn of resources. Bulletin notices will tell parishioners of the intention, but details of when and where will have to be verbal during the announcements at the end of Masses and perhaps through the new parish app.

Committee Reports

- **Building & Grounds** – Janet Vitt said the boiler repairs were underway and heat should be restored by Triduum. The report is attached to these minutes.
- **Membership** – Darrin Greer led a discussion about the upcoming council elections, which will be June 1-2. Posters and bulletin notices will start being used after Easter, and announcements will begin mid-May. There are at least five seats up for election.
- **Finance Committee** – Fr. Des delivered the report in the absence of Dennis Mahoney, saying insurance will cover some of the cost of repairs to the boiler system, which came to a total cost of roughly \$60,000. Applications for a parish business manager continue.
- **Parish Safety** – Gary Myrick provided a moment of levity with a spoof version of a heavily redacted report. He then said a committee had met and began working with slides for a brief presentation to be delivered one weekend at all Masses and a fuller one to be delivered in Brunsmann Hall. A brochure on Parish Safety will be developed and left in the racks near the exits of the church.
- **New council member orientation** – Melba Hinojosa said things will be ready for the new council members after the upcoming elections.
- **Outreach-Steps** – Margaret Healey said that with warmer weather, more guests are showing up for fellowship before nightfall. The ministry hopes to work with agencies and other charitable organizations to find housing for guests. “It feels really hopeful right now,” she said in summary.
- **Faith Formation** – Kent Meyer and Emer McKenna summarized the working guidelines the committee has devised and its primary goals. Their report is attached to these minutes.

The next Council meeting will be at 6 p.m., Tuesday, May 7, 2019, in the Parish Center Chapel. (This is a variation from the normal schedule.) Francine Freitas and Emer McKenna will provide the opening and closing prayers, respectively.

There being no more business, Janet Vitt led the Council in a closing prayer after which the meeting was adjourned.

Respectfully submitted,

Janet Vitt, secretary

Buildings & Grounds report for April 2019 Parish Council Meeting

The new deaerator tank and all the new piping are being installed this week. The two boilers have been cleaned and refurbished. A soft water tank, necessary for the system, is being installed, probably Friday, April 12. The actual date is being worked out by the contractors IES (Indoor Environmental Services) and Culligan, to coordinate everything/everyone working together.

The heater system should be working sometime next week, just in time to continue enjoying the 70+ degree weather and for Tridium.

There is a proposed maintenance contract for the boiler system that is being explored by the Finance Council for possible acceptance in April, once all repairs are completed.

Submitted by Janet Vitt

By-Laws Committee Briefing for April 9, 2019, Council Meeting

Changes made after March 12, 2019 Council meeting

- Article II: “in the Franciscan tradition” is changed to “and respecting our Franciscan tradition.”
- Article III, section 7(a): Provides that persons aged 16-20 can derive status as registered parishioners from their parents. This was added because our bylaws say that any registered parishioner 16 or older can vote, but few if any 16 - 20 year-olds are registered independently.
- Article III, section 7(f): Provides for absentee ballots and provisional ballots.
- Article V: The results of a special meeting will be reported to the Council at the next regularly-scheduled meeting.
- Article VIII, section 5. Business conducted by the Executive Committee will be reported to the Council at the next regularly-scheduled meeting.
- Article IX, section 2. Standing committees are identified but made discretionary.

Submitted by Dennis Mahoney

FAITH FORMATION COMMITTEE

Faith formation is: *equipping people to live as disciples of Jesus* via the head, heart, and hands. It has a cornerstone in evangelization bringing the Good News to people who have not heard the Word as well as the faithful needing to deepen their spiritual life and practices.

- Grow in their relationship with God for the whole of life
- Live as disciples of Jesus at home, at work, in the community, and in the world
- Develop an understanding of the Bible and their faith tradition
- Deepen their spiritual life and practices
- Engage in service and mission to the world
- Participate in the life and ministries of their faith community"

The committee met (March 5, 2019 at 5:30pm) and came up with two primary goals.

1. To support and assist the catechetical team, catechists and teachers in their ministry.
2. To support and assist with communication between the various programs, participants, and ministers involved..

Submitted by Kent Meyers and Emer McKenna