

MINUTES OF THE SEPTEMBER 14, 2015
PARISH COUNCIL MEETING

In attendance: P. Moses, M. Colombo, D. Murphy, E. Kelley, B. Sawyer, L. Ouellette, D. Ouellette, B. Flynn, D. Rouselle, D. Kreppien, C. Hickman, and Fr. Murphy.

Staff in attendance: D. O'Neil, C. Houston, and R. Smith.

Fr. Tom opened the meeting with a prayer.

Mary distributed the Council by-laws to the new members along with the Diocesan Policies and Norms.

Communications: Paula reported on the activities of the committee and highlighted her attached report. Dave Guthro, Diocesan Director of Communication has set up a process to help the parish advertise parish events, activities and special liturgies. She provided a form that needs to be completed and sent to Dave which he will then forward to the proper sources. This will provide an opportunity to help the broader community see what Holy Spirit Parish is organizing. All articles need to be approved by Fr. Tom before sending to Dave.

Web Site Improvement: John Bacon and his committee traveled to Holy Eucharist Parish in Falmouth, to meet with Wendy Morrisette, the communication director with many questions on the use of a commercial web hosting company, for example e-catholic: <http://www.ecatholicwebsites.com>. Holy Eucharist Parish hired a 20 hour person responsible for the website, Facebook and the bulletin. A discussion followed on cost, etc. along with Larry Ryan's written proposal for the Holy Spirit Website. Larry suggested that we need a read and write site, at the present we only have a read site. Also mentioned was finding a qualified volunteer, but if that is not possible, we would need to hire a professional. Fr. Tom welcomed recommendations to move toward staffing such a position. This proposal will be made at the October meeting.

Bulletin: Paula reported that they are working on forming a small committee to work on making bulletin improvements. The present contract ends in 2017, and if we decide to change bulletin providers, we will know what changes we need.

Parishioner Contact Information Result: Mary reported that the forms are in the Narthex for people to complete and a form has been sent to Larry to put on the web site. This will continue through September with the hope that more people respond.

Improving Sound System: Paula will send the information as she gets it.

End of Year Report: A sample of an end of the year report from another parish was shown to all members. Parishioners complain they do not know demographic of the parish, and such a report would give an annual financial report along with activities of the different commissions, outreach programs and other activities of the parish. The committee will be looking for help with graphic designs for such a report. There followed a discussion on having a finance committee member give a financial report to the parishioners.

Welcoming Committee: Carol Hickman reported that her committee is working on a welcoming packet for new parishioners. A letter will go to Fr. Tom for approval soon and a welcoming dinner will be planned for the spring.

Young Adults: Carolyn reported that her group is continuing meeting and need to talk to young adults on how they can connect.

Finance: Fr. Tom reported that the first meeting of the Finance Group this year will be this week. This summer has been a productive quarter financially. He reported that the roof at St. Martha is being repaired along with the parking lot. This is a huge expense. He also stated that St. Mary's roof is also in bad need of repair. All Saints was also discussed, but at this time no plans for repair are in place. Paula explained that in another parish she was able to set up a trust fund for repair of a chapel in the parish. Donated money designated for All Saints would go into a fund and if any major repair were needed, it would be funded by the interest, leaving the fund intact.

Diocesan Pastoral Council: Mary stated that she attended an organizational meeting with the Bishop, and explained that this committee would bring issues of concern to the Bishop so that he can make a guided decision. Mary may bring issues to our council for input into DPC recommendations.

Calendar Fundraiser: Bill Sawyer informed the council that the criteria for fundraising was in place and talked about the need to remind people of this process. Information will be going into the bulletin.

New Business: The Pastoral Council minutes will be sent to all members a week and half before the next meeting. See the proposed Pastoral Council suggestions for how we conduct business handed out at the meeting for details. The role of visitors to the Pastoral Council meeting was considered and it was decided that visitors are welcomed, and would sit on the periphery of the council. They would have a five minute opportunity to present their concern. It was suggested that visitors notify the chairperson to their concern in advance and the item could then be included on the agenda.

Jubilee Year of Mercy: Mary talked about tentative ideas discussed at the Diocesan Pastoral Council meeting. See the meeting handout for more details. Immigrant families and how we can be of assistance will be on the agenda at the October meeting.

Agenda for October: On the next agenda we will consider support for families with serious illnesses or disabilities; creation of a Holy Spirit Handbook and update on the recommendations for the web page. Fr. Tom informed the council that he would not be present at the October fifth meeting however we should still conduct the meeting.

The meeting closed with prayer at 7:50 p.m.