



## 51<sup>st</sup> PPC Meeting Minutes

Thursday, 30 April 2026

### Parish Hall Update: Restroom and Church Shade

#### Summary:

- Fr. Ray and Deacon Nestor provided an update on the parish hall building project. While the Archdiocese's bankruptcy proceedings may be resolved in 2026, all parish construction projects remain on hold.
- The restroom renovation has been identified as a health and safety priority, particularly for children and parish groups using the hall. The project is fully funded through restricted donations and does not pose a financial risk to the parish (*pending approval*).
- The parish is currently awaiting a response to its appeal letter, which outlines the project scope, explains the urgency, and confirms the availability of restricted funding.
- Deacon Nestor proposed seeking partial approval by reframing the renovation as a health and safety necessity, rather than a capital improvement project, emphasizing child safety concerns and the use of restricted funds.

#### ACTION ITEMS:

- **Parish leadership:** monitor permit timelines to avoid reapplication if approval is delayed.
- **Fr. Ray:** follow up with Archdiocesan leadership regarding the bathroom renovation appeal.  
(Appeal to proceed with the parish hall bathroom renovation **due to permit expiration, safety concerns, and the use of fully restricted funds.**)
- Prepare contingency plan if permit expiration approaches without approval.

### Legion of Mary Write Up: (Catholic San Francisco Magazine)

#### Summary:

- Deacon Nestor presented a draft article on the Legion of Mary at St. Augustine for potential publication in *Catholic San Francisco Magazine*. He noted that the draft requires revision to better reflect a more personal tone and the parish's unique mission.
- John clarified that the magazine features highlight various church ministries. Deacon Nestor agreed to revise the article accordingly and include a photo, if available.
- The parish currently has six active Legion of Mary Praesidia, demonstrating strong engagement in lay apostolate ministries.

#### ACTION ITEM:

Deacon Nestor to revise the draft write-up about the Legion of Mary for the San Francisco Magazine, incorporate specific examples/stories and confirm the official number of praesidia (6) and obtain at least one relevant photo to include.

### Mass Scheduling and Parking Concerns

#### Summary:

- Council members discussed ongoing traffic congestion, particularly due to closely scheduled Masses and extended liturgies, which contribute to bottlenecks before and after services.

#### ACTION ITEM(S):

- **Clergy:** Remain mindful of Mass length, particularly during high-attendance periods.
- **John:** Present to the Knights of Columbus (and relevant teams) the proposal for implementing a forced right turn at the side gate exit to help reduce traffic congestion and gather additional suggestions for improving parking lot flow.
- **Clergy:**
  - 1) *Regularly remind parishioners (e.g., during announcements) about carpooling and proper parking practices.*



- 2) *Ensure visiting priests are aware of the one-hour Mass guideline to help manage parking flow.*
  - **Knights of Columbus:** Review overall parking lot traffic flow and evaluate the feasibility of implementing a forced right-turn exit.
  - **Parish (General):** Continue consistent messaging encouraging carpooling and safe driving practices.

**Status:**  **Completed**

### Time Capsule

#### Summary:

- Oliver (Knights of Columbus) presented a proposal for a parish time capsule, outlining potential timelines (20–50 years), suggested contents (e.g., letters, photos, parish memorabilia), and possible placement in conjunction with future parish hall renovations.
- The project is expected to take several years to develop, with further consideration needed for its duration, storage, and final location. Collaboration with the planned hall renovation was identified as a potential opportunity.
- The discussion concluded with agreement on the importance of involving young people, particularly in the eventual unveiling of the time capsule.

#### ACTION ITEMS:

- **Knights of Columbus (Oliver):** Develop a final proposal for the time capsule, including recommended timeline, contents, and potential location.
- **PPC Members / Interested Parishioners:** Provide input and suggestions on the time capsule (e.g., items, duration, and placement) as planning progresses.
- **PPC:** Continue discussion at a future meeting and consider forming a small planning group to refine the concept, timeline, and overall parish involvement.

### New Business:

#### St. Vincent de Paul: Ministry-Wide Clothing Drive

#### Summary:

- The St. Vincent de Paul Society proposed a parish-wide clothing drive to be held over the last three weekends of June.
- The initiative aims to collect gently used clothing for the local St. Vincent de Paul thrift store, which supports individuals and families in need, including the poor and homeless.
- Fr. Ray presented the proposal on behalf of Jinky, who was unable to attend the meeting, with the details having been previously shared with John.

#### ACTION ITEMS:

- **St. Vincent de Paul:** Coordinate dates, announcements, and logistics with the parish office.
- **Communications Ministry:** Promote the clothing drive parish-wide.

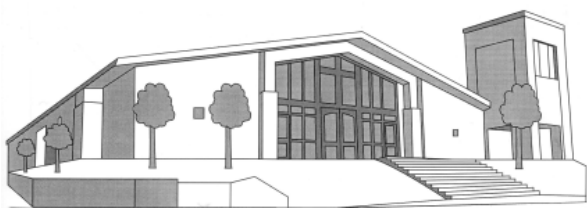
### AAA Timeline

#### Summary:

Fr. Ray outlined the Annual Archdiocesan Appeal (AAA) timeline, noting that the parish has already raised nearly \$200,000 toward its goal. The primary campaign weekend is scheduled for May 9–10, during which he will present at all Masses.

#### ACTION ITEMS:

- **Clergy / Guest Speaker:** Present the Annual Appeal during Mass, with a guest speaker introducing the campaign, followed by the appeal weekend on May 9–10. The campaign will be spiritually aligned with the Franciscan Jubilee theme of *rebuilding the Church*.
- **Hospitality Ministers:** Prepare for the distribution and collection of pledge materials.



	<ul style="list-style-type: none"> <li>• <b>Clergy &amp; PPC Members:</b> Actively encourage parishioner participation throughout the campaign.</li> </ul>
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**SAC Launching: Jubilee Year of St. Francis (January 2027)**

**Summary:**

- The Jubilee will commemorate the 800th anniversary of the death of St. Francis of Assisi. Planned observances include special prayers, processions, installation of the San Damiano Cross shrine, a novena and fiesta (September 25–October 4), and parish initiatives centered on peace, care for creation, and service to the poor.
- Fr. Ray presented plans for celebrating the Franciscan Jubilee Year at St. Augustine Church from May 10, 2026, through January 10, 2027. Planned activities include processions featuring the image of St. Francis, recitation of the Prayer of St. Francis for Peace, and the establishment of a shrine near the altar.
- He also outlined opportunities for parish engagement aligned with the Jubilee themes of peace, ecology, and care for the poor, and requested the formation of a planning committee to coordinate these efforts.
- The discussion also briefly touched on strategies for engaging and attracting younger generations to participate in these initiatives.

**ACTION ITEMS:**

- **PPC:** Form a Jubilee Planning Committee.
- **PPC Members:** Identify parishioners who are willing to assist with Jubilee initiatives.
- **Planning Committee / PPC:** Develop a **parish-wide calendar** of Jubilee events.

**Visiting Priest: Rev. Fr. Norman Vitug (May 16-24, 2026)**

- Rev. Fr. Norman Vitug of Pampanga, Philippines, will be visiting our parish in May. He will celebrate Mass and briefly share about his ministry. Fr. Vitug will also have a book of his homilies available for pre-orders, with proceeds supporting the rebuilding efforts in his home parish.

**Parish Staff:**  
 Coordinate logistics and communications (including announcements) for Fr. Vitug’s visit.  
**Status:**  **Completed**

**Service Commissioner Update:**

**Summary:**

- Rita remains on extended sabbatical through October. The Council discussed the need for a permanent replacement; She has indicated support of being replaced to ensure continuity in the Service Commission.
- A recent change to Communion procedures was clarified as miscommunication and has since been resolved.

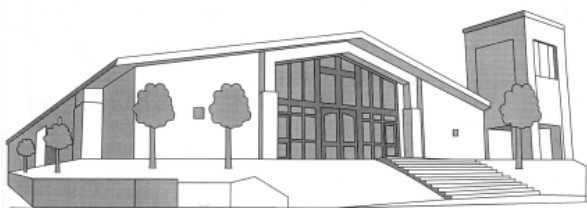
**ACTION ITEM:**  
**Fr. Ray:** Consider appointing a replacement for Rita’s position to prevent gaps in service.  
**Status:**  **Completed** – Rosabel “Belay” Santander has been appointed as the new Service Commissioner.

**Attracting Gen Z to the Catholic Faith (Age 14-29): Youth and Young Adult Initiative**

- The Council discussed strategies to engage Youth and Young Adults, emphasizing the importance of distinguishing between the two groups and tailoring approaches accordingly. Strong support was expressed for the Young Adult (YA) led Evening Prayer (Vespers), which has organically attracted participation.
- Denise shared an update on a Gen Z faith initiative led by Jeremiah and Mary Joy, who have been conducting daily Vespers attended by both young adults and older parishioners. She recommended

**ACTION ITEMS:**

- **Denise:** Ensure Jeremiah coordinates with Fr. Ray and/or Patricia to finalize the Vespers schedule and resolve any potential conflicts with liturgical or parish activities.
- **Denise & Deacon Nestor:** Collaborate with Jeremiah and Mary Joy to formalize and support the young adult–led Vespers, including providing guidance on liturgical



**St. Augustine Catholic Church**  
**Parish Pastoral Council (PPC)**

3700 Callan Boulevard  
South San Francisco, CA 94080  
Tel. No.: (650) 873-2282 | Fax No.: (650) 873-1356  
e-Mail: [staugustineppc.ssf@gmail.com](mailto:staugustineppc.ssf@gmail.com)  
Website: <https://www.staugustinessf.org/>

formalizing this practice and engaging in participants to better understand their needs and support their faith development.

- Additional ideas for engaging younger generations were discussed, including youth-led liturgies, faith-in-action initiatives, participation in hospitality ministries, and mentorship opportunities.
- Deacon Nestor emphasized that young adults (YA) often seek authentic conversations and deeper spiritual engagement, highlighting the need for distinct ministry approaches compared to youth.
- The group discussed expanding the young adult-led Vespers, with Jeremiah and Mary Joy potentially taking on leadership roles. Coordination with Fr. Ray and Patricia will be necessary to ensure alignment with the parish schedule and avoid conflicts.
- Denise recommended consulting directly with young people regarding their preferences for parish activities.

norms and ensuring alignment with the parish schedule.

- **Denise:** Provide an update to the PPC once details for the Vespers are finalized, including communication plans and an invitation to the broader parish community.
- **Fr. Ray & Deacon Nestor:** Oversee the integration of Evening Prayer (Vespers) into the parish liturgical calendar.
- **Communications Ministry:**
  - 1) *Promote the young adult-led Vespers once finalized.*
  - 2) *Support ongoing promotion of young adult prayer opportunities.*

**Note:** Fr. Ray has approved of the initiative, while noting the importance of minimizing potential conflicts with parishioners seeking quiet time before Mass.

**CLERGY Report:**

- Deacon Nestor expressed gratitude for the volunteers who supported the parish during Lent and Easter, highlighting their dedication and commitment. He emphasized the importance of recognizing their contributions and suggested organizing a volunteer appreciation event.
- Fr. Ray also thanked volunteers and underscored their vital role in sustaining the vibrant community at St. Augustine.

**Action Items:**

- **Deacon Nestor:** Coordinate with Fr. Ray and others to plan a volunteer appreciation event, considering scheduling considerations (e.g., baptisms and other parish events).
- **PPC:** Explore options for a volunteer appreciation event or broader recognition initiative.