



**Parish Council Minutes**  
**Monday, November 17, 2025**

1. Opening Prayer and Welcome from Fr. Matt
2. Unanimous Approval of the minutes from the prior meeting Wednesday, September 24, 2025.
3. Attendees: Fr. Matt, Joan Lynn, Deacon Joe McGinley, Tom Wilbur, Lorraine Levy, Chris Buckley, Ed Mahoney, Trish Cady, Jim DiVincenzo, Karen Toste, Cheryl Schondek, Peter Schondek.
4. New Business
  - a. Annual Appeal- ongoing updates in the bulletin. We are using a third-party mailing company who does customize the solicitation list. There is a 15% fee which is a common industry standard practice. Money will be used to refurbish the Parish Centers. Bids are in process. Notices will continue in the weekly bulletin.
  - b. Parking Lot-There is a sub committee of the finance committee. Fr. Matt was informed that there is a pause in the Diocese for capital campaigns and there may be an opportunity to take a loan from the Diocese for this project. More information will be available on this topic as this is an exceptionally large capital project for our church.
  - c. Building Committee Established- A new committee has been formed to assist with ongoing projects. Their first meeting is Tuesday, November 18, 2025, in the parish center. Updates to follow.
  - d. Staff Update- Deb K. has asked to cut back hours. There is a part time candidate who is being considered to support this transition. The longer-term plan is to hire another part-time associate to cover the office needs. There will be 3 part-time associates covering the financials, and office duties for the church.
  - e. Coffee and Donuts- Due to the success of the summer program whereby this was hosted by Parish Ministries, the group discussed future opportunities. Action item: A note will be added to the bulletin seeking a few parishioners who may want to lead this task.
  - f. Survey - The group discussed the next steps for this process and will complete a summary for posting in the weekly bulletin.
  - g. Town Hall Meeting Discussion- The group agreed to try this format again- perhaps in the spring at the completion of Faith Formation. They also agreed to publish a Parish Report Card/Update with annual statistics. There was discussion regarding the use of ZOOM meetings and other options in an effort to increase attendance and offer improved engagement.
  - h. Ushers and Greeters at all Masses- The group discussed this and agreed that it is a good opportunity to welcome parishioners at the beginning of MASS. A suggestion was offered that Fr. Matt ask the assigned Eucharistic Ministers to assist at their respective scheduled time, send a note via Flock Notes and offer this in the bulletin.

- i. Email Release from Parish Council members- The group agreed to publish an individual email for the Parish Council Members along with the group email. Perhaps a parishioner may want to contact an individual member versus contacting via a group email.
- j. Religious Education Update- Joan mentioned that the school year is off to a fabulous start. We will engage in the candy bar sales as well as the build a bed program. Advent Wreath making on 11/30/25 and Christmas Pageant on December 20<sup>th</sup>. There was discussion about safety and Joan noted that doors are locked at the start of the class schedule. During the safety discussion, Fr. Matt shared that there has been trespassing on the property with ATV machines. Cameras have been installed with the intention of 'safety.'
- k. Deacon's Report- Deacon Joe shared that he may have 7 new Alter Servers for training.
- l. Questions and Additional Discussion- There was a discussion about the website. Also, noted, Karen Harnois has been collaborating with some parishioners to promote an online prayer service.- similar to *Halo*.
- m. There was discussion to review the opportunity to survey the Faith Formation students with interest in a Youth Group and other activities.

5. Closing Prayer- Fr. Matt