

ST. MARK CATHOLIC CHURCH (SMCC) | HUNTERSVILLE, NC
PASTORAL COUNCIL | MONTHLY MEETING MINUTES
FEBRUARY 2026 | FINAL

Date: 7-8 pm, Monday, 2/24/2026

Location: SMCC – Kerin Center, Room 201

Attendees: Father John Putnam, John Ferrannini, Tricia Sisson, Jairo I. Cadena, Jr., Bill Mooney, Mike Garcia, Chris Bixler, Mark Antoszyk, Devon Atkins, Adriana Cadena, Scott Bruno, Chris Fernandez, Chad Wilson

Absent: Scott Matey, Liz Swanson, Rob Cannon

1. Call to Order

The meeting was called to order at 7:01 PM.

The meeting opened with prayer. Intentions included prayers for deceased parishioners and family members, those experiencing health concerns, and other personal intentions.

Roll was taken. A quorum was confirmed.

2. Approval of Minutes

The minutes of the January 26, 2026, meeting were presented for approval.

Motion: To approve the January 26, 2026, minutes as amended.

Second: Received.

Vote: Unanimously approved.

3. Membership

It was reported that **Chris Lemke** has declined consideration for membership on the Pastoral Council due to other parish commitments.

A recommendation was received for **Nadia Rahaim** as a candidate. She will be asked to submit a brief biography and will be invited to attend the March 2026 meeting for consideration.

4. Administrative Matters

Issues were noted regarding access to the parish Microsoft Teams platform. A reorganization of digital document storage by monthly folders was proposed. The matter will be addressed administratively.

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5. Committee Reports

A. Finance Committee

No report.

6. AED and Medical Equipment Review

A review of parish AED units was presented:

- Four AED units are currently in service.
- Several pads have expired and replacements have been ordered.
- Current units are aging and manufacturer support is diminishing.
- Replacement with Zoll AED 3 units was discussed (approx. \$2,300–\$2,500 per unit).

Consensus: Replace units gradually as needed rather than full replacement at this time. Medical kits and Stop-the-Bleed kits were confirmed to be in satisfactory condition.

7. Buildings and Grounds

7a. Christmas Decorations (2026)

Three options were presented:

- Continue with two trees from Grace Tree Farm at \$250 each or \$500 total. K of C will cover the cost.
- Two artificial trees from Lowes. 12ft tall at approx. \$2,000 each.
- Two green giant arborvitae trees at approximately \$175 each. They are around 8ft tall in tubs. They require trimming several times a year. We no longer recommend this option.

No decision was made. The Decorating Committee will review and return with a recommendation. Exterior decoration enhancements, including wreaths and garland, were discussed. No formal action was taken.

7b. Parking and Accessibility

Overflow parking during Ash Wednesday was reported.

A proposal was made to install one or two concrete benches near the designated pickup area for elderly parishioners.

General consensus: Favorable. Further cost review and feasibility assessment to follow.

7c. Insurance Claim (Roof)

An update was provided regarding the ongoing roof insurance claim. A revised submission strategy is underway in consultation with the contractor.

Council consensus: Continue pursuing the claim unless directed otherwise by the Diocese.

7d. Bell Tower Maintenance

Exterior staining likely related to drainage was noted. Evaluation for cleaning will be undertaken.

7e. HVAC (Chapel Unit)

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The chapel HVAC unit (installed 1997) is malfunctioning and may require replacement in the near future.

8. Liturgy Committee

Updates included:

- Confessions will conclude at the beginning of the homily.
- Distribution of the Precious Blood to resume on Holy Thursday.
- Adjustments to Eucharistic Minister positioning were discussed.

Concerns were raised regarding communication of new positioning procedures.

Action: Liturgy Committee to resend updated guidance and positioning diagrams.

9. School Report

The St. Mark School playground and athletic field renovation has received diocesan approval.

- Construction to begin at end of May.
 - Artificial turf field with integrated running track.
 - Enrollment: 730 students (capacity: 777).
 - Kindergarten is currently waitlisted.
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10. Faith Formation

The Director of Faith Formation will step down effective March 6, 2026.

Interim leadership has been assumed. Recent Confirmation liturgies were reported as successful and well organized.

11. Upcoming Parish Events

- March 9: Diocesan staff retreat (hosted onsite).
 - March 13–18: Dominican friars' visit and parish mission.
 - March 31: Chrism Mass (3:00 PM).
 - New clergy residence projected completion: October 2026.
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12. Evangelization Initiative

The council discussed the Bishop's call for renewed focus on evangelization, particularly strengthening marriage and family life and inviting inactive Catholics.

Discussion acknowledged current space and parking limitations while affirming the importance of evangelization efforts.

Further reflection and proposals are encouraged.

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13. Stephen (sp?) Ministry

Stephen Ministry services were reviewed. Council members were encouraged to refer parishioners experiencing life challenges to the ministry coordinator.

14. Reporting Cadence

Committee reports are to be submitted to **Karen Donahue (karen.donahue@stmarknc.org)** **before the third Sunday** of each month for inclusion in a compiled digest distributed prior to meetings.

15. Next Meeting

7-8 pm, Monday, 3/23/2026, Kerin Center

16. Adjournment

The meeting concluded at 8:15 pm with prayer.
