



## Pastoral Council Minutes

Date: January 16, 2024 7:00PM

### Attendance:

Member	Present	Member	Present	Member	Present
Mae Villanueva	X	Anna Fowler		Michelle Kaiser	X
Benjamin Pappas	X	Heather Curran	X	Quyen Le	X
Mary Makhoul	X	Jacob House	X	Steve Vebber	X
Mike Wrzesien	X	Robert McKinney	X	Kathy Sales	X
Shailesh Maingi	X	Ferrel Guillory	X	Fr. James Singarayar	X
Tricia Henry	X	Marie Bagin	X	Msgr. Michael Clay	X

**Guests:** Representative from Columbarium Committee

### MINUTES:

Location: [Zoom](#) and Anthony Conference Room

Presider: Fr. Michael Facilitator: Mae Recorder: Heather

#### 1. Opening Prayer

#### 2. Approval of Minutes

- a. Minutes approved

#### 3. New Business

- a. Future Columbarium Expansion- guest Rob Neppel presented

- i. Columbarium committee seeking strategic input on future of columbarium. Current rate of use will fill columbarium in 5 years rather than the planned 25 years. The last 2 months the rate has returned to previous pace but need to address the question.

- ii. 20% price increase initiated

- iii. Expansion issues include:

1. Location selection
2. Impervious surface area limitations- believe we have hit the property limit on impervious space
3. Time from start to completion (3 years)
4. Drainage challenges and environment
5. Funding

- iv. Question is do we expand or leave it as is?

- v. History of Columbarium:

1. 3 expansions- expanded when sold out- most recent added 616 spaces. Previous install had 780.
2. Goal is to offer a resting place for members of the parish.
3. Stopped pre-sales so that families with a loss could get a space
4. Traditionally churches held cemeteries as a custom of recognizing the connection of faith to life and eternal life.
5. 15% of sales are applied to a perpetual care endowment

- vi. Discussion points:

1. Are there opportunities to make changes to the current memorial garden?
2. Do we create an additional space outside? Behind Founders.
3. Is it possible to create a parking structure to free up impervious surface area?

4. Opportunity for use around the St. Ignatius statue- space available could create more room for niches than currently exist.
  5. Diocese will be creating 6,000 niche columbarium, mausoleum and cemetery
  6. What are the trends that help us predict the niche need?
  7. Other parishes- build public cemeteries.
  8. Are we able to identify a threshold for expansion need?
  9. *Strategic visioning of that space- what is the maintenance committee considering – how can we design space in the back with columbarium in mind?*
  10. What is the sense of the council in regard to expanding the columbarium? At some point we will run out of space. Do we continue to expand and when do we say no more?
- vii. Request for information for next time:
1. The ideal math for allowing funds to compound.
  2. How often do we do a price increase?
- viii. ***Fr. Michael asks the council to seek insight, thoughts, and concerns from parishioners regarding the columbarium, potential expansion, and role within our parish.***

#### 4. General Updates

- a. Staff Updates – Kathy Sales presenting-
  - i. Stacy Shine began as Director of Engagement and Development 1/1/24.
  - ii. Candidate for Director of Liturgy and Sacraments interview on 1/18.
  - iii. Offer made for Director of Formation. Will know more by 1/23.
  - iv. Currently interviewing for Administrative Assistant for Pastoral Ministries (Stacey Shine’s former role) and expect to make an offer by 1/19.
  - v. Casey Slock- Coordinator of Justice and Peace
- b. Strategic Plan Review-
  - i. Have developed draft Purpose, Vision, and Mission statements and 3 Priorities supporting those. The 3 Priorities are: Encountering Christ, Community, and Mission. Aspirational statements for these and the Purpose, Vision and Mission statements may be found [here](#).
  - ii. Strategic planning team refining goal statements and drafting objectives supporting these goals. Next meeting Jan 18<sup>th</sup>.
- c. Finance Q&A
  - i. Added 5 new members effective Jan.
  - ii. The Offertory has shown a drop from the middle of November into the first few weeks of December. We finished December behind last year by -\$6,350 or -.0%. Keep in mind that we were \$65,658 or 4.4% ahead of last year, in November. After the first 2 weekends in January, we are now 2.5% ahead of last year. Our budget calls for a 3% growth rate over the last fiscal year. So, we are keeping a close eye on this over the next few weeks.
  - iii. TFS & Preschool have exceeded enrollment targets through Nov. FC recommended & Msgr Clay accepted tuition increased for 2024-2025. TFS increased 4.9% and PS increased 3.5%.

- iv. Endowments totaled \$4,624.806 at the end of the Third Quarter 2023. The return for the quarter was -3.7%. No data yet available for Q423.

d. Action Item Review

**5. Ongoing Business**

- a. Review By-Laws Draft (revision 1/12/24)- led by Fr. Michael
  - i. Fr. Michael presents new draft based on previous council meeting review.
  - ii. Minor grammatical edits and adjustments made
  - iii. **Article III: 7-** lengthy discussion regarding intent of role of council in the development, communication and collaboration of long term parish strategic plans. Point being- there are 2 distinct movements:
    - 1. Strategic committee will develop and present plan to parish advisory councils for review and pastoral council endorsement
    - 2. Strategic planning body (of some nature) will conduct annual review oof strategic plan and present annual review of progress to pastoral council
  - iv. **In conclusion Fr. Michael will make revisions based on our discussions then send the by-laws to the council for review. Will vote on approval in February.**

**6. Close**

- a. Agree Actions and Owners
  - a. NC State Communications consultation will be reported on next meeting – **Kathy**
  - b. Seek insight, thoughts, and concerns from parishioners regarding the columbarium, potential expansion, and role within our parish – **ALL**
  - c. Will make revisions based on our discussions then send the by-laws to the council for review. – **Fr. Michael**
- b. Closing Prayer

**7. Next PC Meetings:** Feb 13, Apr 9, Jun 4th