**MARCH 14,2019 AD ST. HELEN PARISH COUNCIL MEETING MINUTES**

**Present:** Fr. Jay, Jeff Cicchella, Kelly Reed, Clare O’Brien, Deb Finomore, Francine Dome, Ron Thompson, Suzanne Finnerty, Nathan Frania, Linda Koeth, Bob Mcilroy, Chris Evans, Dennis Blatnik

**Excused:** Fr. Jay, Luke Reed

**Also in attendance:** Pat Gannon

Bob opened with a prayer.

**Questions for Parish Council: Suzanne**

*I have a suggestion for parish council.  The bulletin lists members but no way to contact them.  Does council want to be contacted by email through the parish, or some other way?  Not everyone knows what members look like.*

After a discussion it was determined, put [parishcouncil@sthelen.com](mailto:parishcouncil@sthelen.com) in the bulletin for a reference, all the contact information is on the website. Put the pictures of each council member in the frame and place in a more visible place rather than the hall. We could also place on the website by our name and on the TV as a group of parish council.

**Action Item:** Ron will take individual pictures of council between mass times.

*Can I ask you to inquire at parish council when we will have a full-time secretary?  This is negatively affecting the ministry of the parish and our mission as Church.  It is reflected in many recycled bulletin articles.  I am tempted to not read them.*

Currently Rose has agreed to help out part time (M, W, F); Pam Burton and Marsha Sallee all filling in other days during the week as a result each parishioner may need to call back for certain requests. This can be frustrating and may not be the best for the parish. Calls are going to the school then transferring, then when do not get call back to the school which can cause some frustration.

An agency in addition to a committee has been helping with the process of finding the correct candidate. They are vetting the candidates and only passing along the top candidates to Fr. Jay. Sue White was a heading up the committee but when she was injured some of the process go slowed down. At this point we need to revisit the process and get moving to not hinder the parish. Council inquired where to send candidates who may be interested.

New secretary will need to help create processes, and maybe pick up from where Leslie left off with the flow chart and operating procedures.

**Action Item:** Find out where to submit candidates; Jeff will send to council the draft of the operating procedures which were started.

***Chrism oils:***

*Another parishioner asked about displaying the Chrism oils in the sanctuary in an ambry. She said that this was discussed when the new church was in the planning stages and wondered if this is still a possibility.  If interested, the following article explains the oils and more.*

[*https://www.ewtn.com/library/Liturgy/zlitur100.htm*](https://www.ewtn.com/library/Liturgy/zlitur100.htm)

This was mentioned when the church was first built but seems to have fallen through the cracks. It was thought that the oils could be displayed in the sanctuary or put oils in the back? Possibly look at putting right outside the sacristy which would make it close.

The question was posed to what the purpose is, what brings people to the church and is visual reminder of that. Education to parishioners would be of great benefit. This then moved into a discussion about continuing to educate the parish. Ideas for this included:

Include a line from the catechism, for information in the bulletin

Put a teaching in the bulletin, each week from parish council

Voted and approved to put in a “did you know” section in bulletin from Parish council.

*Are we still following the Amazing Parish model?*  - will ask Fr. Jay

**Succession Planning Kelly**

Kelly passed out the succession document with terms for each of the council members. It was determined that this year 5 will drop off, but only 4 will need to be replaced. Kelly suggested that more discussion needs to take place as to who is to have the shortened terms. Some discrepancy in thoughts on what was the process. Kelly did not have the guidelines printed out. New officers will need to be decided before May as well.

**Action Item:** Kelly will find the guidelines and sent out to council. Think about how council would like to continue, so decisions can be made at the next meeting.

**Unplanned Clare**

St. Rita Right to Life sponsoring, Tue. March 26th; if want to go signup sheet. It is free to attend. The goal is showing the support and cause of the movement. It was suggested to go when officially being viewed for the public, so attendance is registered with the box office. See email that Jeff send out from Clare for the information and sign up. 220 seats are available, but it is filling up fast.

**Hymn # Jeff**

Jeffinvestigated and the 8:30 mass numbers up and down**.** Testify needs to the numbers to make sure to tell the ushers to be able to put them up. Gary Ott does it and is willing to do it for Testify he just needs the hymn numbers for the mass.

**Action Item:** Susan will make the S to put in front of the numbers

**Adoration Debra/Nathan/Jeff**

The committee is looking at increasing it by a day to start; go to cluster parishes to see other to allow more time for adoration. Joan Ott may have a list of people to contact. The goal is to try to get one more day for 12 hrs. It would need to be in bulletin and what are the hours to see how we can get signed up as well at the information desk.

The question was posed, what could we do to make it work so could have the Eucharist locked with out having to have someone there? The suggestion was to look at having the other half of the tabernacle.

We would need to get more information out to educate people about adoration before getting people to sign up and help them understand and be aware adoration and why it is a blessing to our faith; have a promotion or marketing plan to educate the parish on it. Suggestions were:

* info night to kick off to show the benefits of it
* have father do a homily on it to help so not the same people to come to the information night
* invite Joanne Ott to a parish meeting to help us know the structure and make sure the people on the list are adhering to the obligation

**Action Item:** committee will continue to address work on ideas; will reach out to Joanne

**Fr Jay Time Fr. Jay**

Not in attendance, will hold for the next meeting, Jeff meeting with Fr. on Sat.

**Potpourri All**

Do we still have a welcoming committee? Someone was supposed to be doing it, need to be doing it now to make sure that we are welcoming the new people to the parish. Clare heard Kay Rado was starting it up again. Need to revisit and look at what is happening.

Need to communicate how to join the parish; to those who what refer those to the parish;

It was suggested to assign a mentor family which to meet with when have questions for new parishioners.

**Closing Prayer Ron**

**Next Parish Council meeting Thurs. April 11th 7-9pm**