

Pastoral Council Meeting Minutes – April 24, 2024

Attendees: Fr. Mike Jendrek, Deacon Doug, Kevin Burgess, Bernadine Crosby, Mike Czlonka, Paul Dallavalle, Steve Harmel, Rick Keegan, Jenny Lagana, Pam Lamanski, Ken Schmidt, Andy Stroup.

Opening Prayer – Fr. Mike Jendrek

Fr. Mike opened the meeting with prayer that the Holy Spirit guide our discussions and assist the council in our thoughts.

Discussion Agenda Items:

- a. Pastoral Council responsibility for April 7 Donut Sunday and dedication of Ryan Hall – leadership, duties, volunteers
 - This topic came up at the end of the council meeting and little time was spent on discussion. Andy Stroup mentioned that several people came to him after Donut Sunday with questions and comments for the council or for Fr. Mike. Fr. Mike knows that council members enable parishioners to voice concerns that would might not be mentioned directly to the pastor. Part of the council's responsibility is to listen to the comments and convey them when appropriate to Fr. Mike. See item k. below for further comments about council contributions to the parish.
- b. Security system – church, chapel, HFCC rectory
 - The new security system in the church building and hall is operational. The system is fob-based (instead of keys) with security zones in the building and with timed entrances for all ministries conducting programs. Fr. Mike has requested that all keys for entry doors at HFCC be returned to the parish office. Fine-tuning of the system is ongoing.
- c. Status of HVAC system – installation, payment, fund-raising ideas
 - As of April 24, we have met 86% of our goal for the HVAC payment. The parish still owes a small payment to the installer for the company's work. That payment will not be made until the AC is checked out. Unexpected expenses such as moving the parish internet server during the installation has increased the total cost. We have not restored the parish maintenance reserve fund, and we are facing a number of expensive repairs in our parish buildings. See item e. below for details.
 - Our HVAC campaign is not taxed by the normal AOB cathedraticum assessment. This cathedraticum-free period began May 1, 2023, and lasts until April 30, 2025. When the cost for the HVAC installation is fully paid to the installer, the cathedraticum is reinstated. We continue to owe \$2,300 monthly on our 10-year loan from the archdiocese.
- d. Chapter 11 bankruptcy for AOB – impact on Holy Family parish and on 2024 Annual Appeal for archdiocesan programs
 - Our parish goal for this year is \$119,000. No update was provided about progress toward the goal.
 - While AOB is dealing with the bankruptcy declared in September 2023, a study to determine how many parishes should be active in the city of Baltimore and the surrounding nearby suburbs is underway. Initial discussions indicate that many parishes will be closed and/or combined with other parishes. Decisions will be finalized by the end of June.
- e. Financial status of 2023-2024 budget – effectiveness of collections, need for increased funds

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- The parish must balance the 2023-24 budget for the fiscal year ending June 30, 2024. Through March 2024, we have a deficit of \$98,000. The pastoral finance committee thinks that parishioners are directing some of their offertory contributions toward the HVAC campaign. This redistribution is contributing to the lack of money for our maintenance and operating funds.
- Fr. Mike handed out a detailed accounting of the parish budget for the current fiscal year. The actual funds collected versus the total amount expected clearly showed that the weekly offertory collection submitted via envelopes was about \$80,000 below expectations. Amount of money submitted via Faith Direct was about \$12,000 short while the loose weekly offertory collection was nearly on target. The offertory collections in summary were almost \$80,000 short of expectations. Contributions toward AOB collections including special charitable purposes were also below the goal. Poor box donations exceeded the anticipated amount. Parishioners seemed to be redirecting contributions to HVAC and the poor box (both of which were not subject to the cathedraticum). Occasional notes in offertory envelopes mentioned parishioners' deliberate choice to redirect their contributions..
- The budget presentation resulted in extensive discussion among council members. A number of suggestions were made for increasing the support of parishioners. Fr. Mike mentioned that, generally, 400 families or roughly 20% of the parish provide 80% or more of parish support. Council members as well as Fr. Mike said that some of our parishioners believe that AOB supports the parish and that we do not have to do anything in terms of raising money. That belief is a misunderstanding with serious consequences for the health of our parish.
- While the 2023-2024 budget numbers are a problem, Fr. Mike said that the parish needs to plan for anticipated increases in the cost of maintenance. In 2023, an Archdiocesan team inspected HFCC for the integrity of the physical plant. As evidenced by the HVAC replacement, the church and the old hall are aging, and maintenance costs are increasing. Fr. is creating a team of parishioners to assess repairs that will be needed and the associated costs.
- One of the propane tanks outside the church building has a small leak. This tank is essential to the heating system and must be replaced. Estimated cost is \$16,300 and this will impact the budget for the 2024-2025 fiscal year.
- A recent inspection revealed that our fire alarm system is not working. Estimated repairs will take 4 months and cost about \$20,000.
- The cost of insuring the church against storm damage, especially floods, will likely rise 8% this year due to the increasing number of severe storms and floods caused by excessive rainfall.
- Health insurance is offered to all parish employees who work 20 hours or more every week. Costs of insurance are expected to rise 10% or more this year.
- Fr. Mike said that in October 2024 he will discuss finances in a presentation to the entire parish. Part of the message will be to ask parishioners to increase their weekly donations and to consider use of Faith Direct. Part of the presentation will highlight that AOB does not own the parish building or grounds. The parishioners own the church and surrounding property and are responsible for upkeep.
- Council members offered a number of suggestions for communicating financial information to our community including an explanation of the cathedraticum fee (what is

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taxed and what is not), simple concise explanations, a campaign to inform the parish of the general “ground rules” for parish support, a direct request for increased support, and a display at the fall Ministry Fair that would present simple graphics on the need for financial support. Another suggestion was to ask Faith Direct for tips on encouraging parishioners to use the on-line tool.

- f. Communication with parishioners – Facebook (volunteer), survey tool, survey of middle-school religious ed. students; volunteers needed for OLPH food delivery, rectory maintenance, funeral servers
- The parish has chosen a new youth minister. Catherine Gallerizzo-Oyster is currently responsible for youth religious education at St. Mary School in Rockville, MD. Catherine has also worked with youth in Portland, Maine. She will assume her duties at HFCC around July 1.
 - We need different approaches to increase numbers of volunteers or “disciples” at various parish activities. As an experiment, one of the council members and his wife visited several religious education classes to ask both boys and girls if they would be interested in serving at 5 pm Mass on Saturday. The visits were so successful that approximately 20 new servers have started training and serving at the Saturday vigil Mass. The success of this approach confirms that parishioners will help if they are asked by someone they know.
- g. Parish Strategic Plan – update on progress
- The core planning team has now completed most of the work of gathering information and setting general goals for the parish. Other teams will write the specifics of the strategic plan. A presentation will be made to Archbishop Lori during the summer for his approval. The parish will be briefed as timelines become more definitive.
 - Fr. Mike wants a plan with three realistic deliverables that are oriented toward training “disciples” who want to bring people to know and love Jesus and the Gospels. Fr. also mentioned that the elevator in the narthex could be converted into a welcome/processing area to serve as a central location for parishioners to sign up for Faith Direct, to register in the parish, to ask for faith formation information, etc.
 - Since Saturday or Sunday are the only times most parishioners come to HFCC, we need to share the good news about the parish. Something as simple as new signs or a map of the campus would help that effort.
 - Fr. Mike would like to see a permanent sign at or near the corner of routes 424/214 that highlights the good news of HFCC and welcomes all.
 - The plan needs to be a “living” document that is checked yearly for relevance.
- h. Outreach to parishioners for Lent/Easter
- Fr. Mike was surprised at the number of parishioners (approximately 750) who attended the 830am Mass on Easter Sunday morning. He thinks that next year the parish may need to plan for two Masses at both 830am and 1030am: one in the church and one in Unity Hall.
- i. Impact of redesigned HFCC bulletin/blast – add commentary on Sunday’s scriptural passages (could be Fr. Mike or other Catholic author) (**not discussed**)
- j. National Eucharistic Congress in July 2024 – parish/youth participation (**not discussed**)
- k. Visibility of pastoral council members – greeters, name tags, pictures
- In the discussion about Donut Sunday, some of the council members agreed that we needed to become more visible to the parish, that is, have a presence on the parish web

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site (including name and photo) as well as e-mail addresses associated with the parish. Fr. Mike would like the council to be more visible and to assume additional duties. This discussion came at the end of the council meeting and will be addressed at our June meeting.

- l. Status of parish census/directory update (**not discussed**)
- m. Parishioner suggestions for use of facilities or liturgical modifications
 - Fr. Mike is open to suggestions about better use of our facilities, including Unity Hall and Ryan Hall.

Pastor's Remarks – Fr. Mike Jendrek

- a. Steve Harmel will be a member of a new group to assess potential problems with the parish infrastructure. Fr. Mike is forming this committee to check our facility and estimate needed repairs and associated costs. Steve also mentioned that the group planning the HFCC fall golf tournament is looking for more members and for sponsors of the tournament. The golf tournament is a major contributor to the HFCC budget, and sponsors are critical to success.
- b. After more than 21 years of service, Donna Wardrup the parish secretary is leaving at the end of June. Donna has been essential to parish ministries and administration, and we will miss her knowledge, experience, and help. Please let Donna know that you appreciate her service.
- c. Mara Barnet has been named an assistant to Fr. Mike. Fr. Mike is looking for someone to assume Mara's former duties. Fr. speculated that we may need a person to focus on "development" issues such as making presentations or considering different uses for our facilities.
- d. Status of youth minister – discussed in item f. above.
- e. Progress on Rt. 424/214 corner and rental of P.O. building – No change with regard to the corner. Use of the building is not feasible unless repairs are made.
- f. Former pastor Joe Barr has been ill and has been moved to the Stella Maris home, a residence operated by AOB for clergy in need of housing or special care.
- g. As part of the AOB restructuring of parishes in the environs of Baltimore city and county, Fr. Andy our former pastor has been reassigned to the Church of the Resurrection in Ellicott City. Fr. Rich the current pastor at OLOS/OLPH has been reassigned to St. Philip Neri in Linthicum. Fr. Mike asked us to pray for the priests and the parishioners of all the parishes who are affected by these changes. In many cases, parishioners are grieving the loss of a parish where their families were members for generations.
- h. Shiadrik Mokum will be ordained a deacon on May 18 at the Cathedral of Mary Our Queen in Baltimore. The liturgy begins at 10:00 in the morning. All are invited. Shiadrik will serve his first Mass as a deacon at St. John the Evangelist in Severna Park on Saturday, May 18,
- i. Work on the 2024-2025 budget is underway. AOB has said that unrealistic budgets are not to be submitted because the next year will be difficult financially.

The next meeting date (7:00pm, in Classrooms 10 and 11):

- June 26, 2024

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