



**St. Ann Catholic Pastoral Council  
Meeting Minutes  
Monday, July 11, 2022**

- Members:** Father Peter Grace, Karen Blair, Laci Conrad, Francisco Cucue-Campos, Hatciri Lopez, George Lozano, Cathy McCormick, Anne Miller, Catherine Orji, Dean Penny, Kevin Pilotte, Yolanda Sanchez, Stephanie Satkowiak, Ruth Silva, Sean Skelly, John Stegmier, DJ Venne
- New Member:** John Stegmeier
- Recording Secretary:** Laci Conrad
- Members Excused:** Anne Miller, Cathy McCormick, Kevin Pilotte
- Members Absent:** Francisco Cucue-Campos, George Lozano, John Stegmier
- Youth Members:** Ashley Ramirez
- Guests:** None
- Opening Prayer:** DJ Venne

**Welcome and Introductions:** Sean introduced himself as the new chair and Stephanie as the co-chair for the 2022 parish council year.

**Approval of Minutes:** After quorum was achieved, the **Minutes from June 20, 2022**, were addressed. Motion made by DJ Venne to approve the June 20, 2022 minutes as presented. Motion was seconded by Stephanie Satkowiak.

**Update on Youth Ministries:** Ashley Ramirez presented and noted that the youth group interacted with the Passionists and Seminarians during an Italian night and played a game. Three youth attended the Steubenville retreat with Jenni. The theme this year is Fearless. The youth meet every week and are planning to volunteer at the upcoming Novena including the Family Fun Day and concert. Father Peter Grace noted that Jenni is still attending the retreat for the leader portion of the event.

DJ Venne shared that his daughter attended the Steubenville leadership conference a few weeks ago. He shared a brochure on this event with the council. He will share this opportunity with Jenni for potential youth participation in 2023.

**Update on the Novena:** Karen Blair shared the following information on the upcoming Novena. The Novena will begin July 17<sup>th</sup> and run through July 26<sup>th</sup> (St. Ann Feast Day). Weekly mass will be held Monday-Friday in English at 8 a.m. and 12:10 p.m. (more youth involvement at this mass). Spanish masses will be held at 9 a.m. and 7 p.m. Tuesday and Thursday of this week there will also be a Spanish evening mass. On July 17<sup>th</sup> at 2:00 p.m. there will be a talent show in the Parish Center. Door prize tickets are being raffled for \$150 gift cards to



Walmart (to be drawn on 7/26). Karen Blair asked if any members of the Pastoral Council would like to volunteer on 7/26 to assist with refreshments in the kitchen (10:00 a.m.).

Father Peter Grace added: Children's activities and food are being planned. Opportunities are still available for ministries to volunteer.

Additional dates:

- 7/24 – family fun day 9 a.m. – 4 p.m. (this is also Grandparents Day)
- 7/22 – Catholic/Christian contemporary band at 7 p.m. Scally Brothers.

More information to be shared in an upcoming Bulletin insert.

**Finance Council and Building Committee update:** Dean Penny shared that our parish has a subscription to Formed (<https://formed.org/>). Any parishioner can go to the website and tie into St. Ann's membership. He highlighted the series "The Presence and Mystery of the Eucharist".

Offertory updates/history: Pre-Covid our parish saw a 3-5% jump each year. During the 2015-2016 year (opening of Parish Center) there was a huge jump in membership (potentially due to the opening of the Parish Center and former members returning to have their children participate in Faith Formation on campus). The parish is once again seeing a 2022 post Covid jump in membership.

At a glance:

- We are currently receiving \$940,000 in total offertory for the year (this accounts for only 75% of the general operating expenses).
- More year end financials will be provided next month.
- The proposed budget for next year will be increased to cover the total general operating expenses and to invest for projected growth.
- We have future building and growth needs. If each registered family contributed \$15 per week, we would meet the proposed budget increase.

Key items from new budget:

- Staff changes including Jenni's full-time position as a youth minister. This will open a position for a part time assistant to take Jenni's place as the Faith Formation assistant.
- Part of the proposed budget (2023) is dedicated to setting up a \$250,000 yearly investment fund to build new facilities.
- Training for staff.

**Columbarium:** 76 niches have been sold to date. Development is underway.

**Storage building:** Permitting is almost complete. The Food Pantry secured several grants totaling \$55,000 which will pay for the slab, foundation, and some framing. Stephanie Satkowiak asked about other ministries raising funds to contribute to the building. Dean Penny noted that this is possible, but other ministries have not yet raised funds to date. Father Peter Grace noted that the storage building project was initiated by the pastoral council as they saw the need for this project.



**Bishop’s Annual Appeal update:** Anne Miller was not able to attend the meeting. She sent her report by email, and it was presented by Sean Skelley.

Goal:	Reported Last Month:	Received As of:
\$125,390	6/16/22	<b>30-Jun</b>
Pledges	\$89,307	<b>\$92,005</b>
Gifts Received	\$84,367	<b>\$87,340</b>
Under	(\$41,023)	<b>(\$38,050)</b>
# of Donors	314	<b>320</b>
Average Gift	\$269	<b>\$273</b>
% of Goal Met	67%	<b>70%</b>

The Diocese is only providing donation updates at the end of each month now.

Not reflected in the numbers above, but thanks to the generous matching donation incentive, we have received additional contributions totaling \$10,000. Due to the fact that the phones at the Parish Office have been down for a few weeks, parishioners were unable to make credit card donations. With the approval of the donor family, and as announced at Masses this past weekend, we are extending the matching period for online and credit card donations in hopes that we will attain at least an additional \$5,000.

“Christmas in July” raffle is postponed, as are all others that were scheduled so as not to conflict with other fundraisers to benefit the Novena and the International Food Festival (as reported last month). The Christmas basket and others will be raffled at our Art Show in September.

Save the Date and stay tuned for additional details about the Art Show and Sale being held in the Parish Center on Friday, September 9th from 6-9 pm. Paintings and prints donated by parishioner artist Peggy Wickham will be available for purchase and auction at special prices, and a few will be awarded as door prizes.

We still intend to make calls to parishioners who have not yet contributed.

As mentioned last month a new chair and committee need to be appointed and in place before year end to help ensure the success of the 2023 BAA Campaign. Please consider volunteering and/or recommending others to work on the committee.



**Update on Migrant Ministry:** Ruth Silva shared updates on this ministry and the help she has received from the Food Pantry ministry. Ruth needs consistent assistance with her ministry. Dean Penny proposed the development of a video to bridge the communication between the parish and her ministry needs. The council brainstormed ideas such as recruiting Spanish speaking parishioners to assist and more planning efforts to gain structure for this ministry. Sean Skelly asked the council to share Ruth's needs with their friends and other parishioners.

**Parish Privacy Policies and Financial Privacy Notifications:** Stephanie Satkowiak shared that she will be meeting with the attorney for the diocese on the consumption of privacy notifications for the parish. Financial disclosures for online donations need to be placed on the website. She highlighted the importance of volunteers needing to sign and adhere to a privacy notification and confidentiality agreement. Stephanie has obtained draft documents other parishes use and will share these with the staff attorney. Once she meets with the attorney, she will bring her findings back to the Finance committee and Frank (media specialist) for review.

**Parish Needs Assessment Discussion:** Stephanie Satkowiak noted that our parish is growing. She is investigating resources to develop an updated parish needs assessment to set the tone for the next 10 years. Updates will be forthcoming as they are developed.

**Remarks from the Pastor:** Father Peter Grace shared that our Communications Director Frank is working on the communication lines (phones, internet). On Palm Sunday there was a storm that impacted our routers and caused considerable damage to our communication system campus wide. Our current phone system is from a company that has gone bankrupt and no longer services the phones. Frank is working to build a strong infrastructure of communication for the parish. There is a video on the parish website that provides additional information.

Father noted that we have 3,000 registered families (10,000 total parishioners). The largest age group is children (under the age of 18).

**Closing Prayer: Fr. Peter Grace**

Meeting was adjourned at 8:40 p.m.

**Next Pastoral Council Meeting** will be **Monday, August 22 at 7 p.m.** in the Learning Center Room 208.

Minutes respectfully submitted by Laci Conrad.