

**St. Philip/St. Teresa Parish Council**  
**May 31, 2016– St. Philip Parish Hall**

Present: Rod DeMartini (chair), Joe Conway, Peg Duffy, Edna Irving, Lou McCann, Hal McGuirk, Dolores Novello, Fr.Loren Allen (ex. off.), Kelly McCool (ex. off.)

Absent: Jim Komarek,

Fr. Loren led the Council in prayer.

The minutes of the April 6, 2016 meeting were approved as submitted.

• **Continuing Business**

1. Rodney reported that he will be preparing an annual report on the Rural Food Program to be shared with the parish community in July. Hal McGuirk reported on his efforts to involve local students who are seeking community service hours to assist with Rural Food set-up and distribution. He has been in contact with Doria Trombetta, Special Projects Manager at Catholic Charities who has provided information regarding contacts at El Molino, Analy and Cardinal Newman.
2. Liturgy Planning: Fr. Loren asked the Council to consider whether a Liturgy Committee should be formed to advise the Council on liturgical planning. He suggested that this be done before his term as pastor is completed. The Council reviewed the current job description of the liturgy committee: *“This group is persons with special interests and skills in the various aspects of worship such as music, ministries of the Word and of the Altar, and the decoration of churches, especially for Christmas and Easter. The Committee meets as needed, usually four or five times a year.”* Fr. Loren and Rodney will contact prospective candidates for this committee and report back to the Council at the next meeting.
3. Kelly reported that there will be a HVAC inspection at both churches and the parish rectory in June. This is to ensure the safety and efficiency of heating/air conditioning for this major investment. Jim Komarek has recommended that the irrigation system at St. Philip be repaired or replaced especially due to continual water leakage. Fr. Loren is continuing to pursue an affordable monitoring agency for smoke/fire detection.
4. Fr.Loren informed the Council that the weekly collections have been slightly above budget projections. He also pointed out that the wedding program and hall rental program have been critical sources of income for the parish. He also reported that he accepted the Finance Council recommendation to use Christian Brothers Investment Services as the custodian of the parish endowment funds.

## • **New Business**

1. Parish events:
  - a. Dolores Novello reported that Casino Night netted about \$1600. The event was well organized and well attended. The Council expressed thanks to Dolores and her family for all their work in organizing the event. Thanks were also extended to Diane Albracht for donating the food and to Fr. Loren for his expertise at the gaming tables.
  - b. The Choir Music Event is scheduled for Sunday, June 12 at St. Teresa Church.
  - c. The Parish Picnic will be held on Sunday, August 14 at the picnic grove on parishioner Brad Respini's property. Edna Irving is preparing a Picnic Manual and will help coordinate the event together with Dolores Novello who will organize children's' and adult games and Kelly who will organize set-up and cleanup. All Council members will assist as needed. Sign-ups for parishioners will begin the last week of July.
  - d. The St. Teresa Guild Pancake Breakfast is scheduled for Sunday, September 4.
  - e. The Fashion Show is scheduled for Saturday, October 1; the St. Philip Guild is the Coordinator of this event.
  - f. The BBQ event originally scheduled for Saturday, July 9 has been postponed to 2017. In its place, a Spaghetti Cook-Off event is scheduled for Saturday, October 22 in the Parish Hall. Hal McGuirk and Jim Komarek will coordinate this event.
2. Rodney distributed a booklet of intentions for the Rosary based on the Year of Mercy theme prepared by the Dominican Sisters of Menlo Park. He will work with Fran to make this resource available to our parish.
3. Joe Conway reported that he and Rodney met with Ted Luthin to discuss the parish website. Joe has assumed responsibility to upload the bulletin and updates to the parish calendar on a weekly basis. He discussed other eventual improvements including moving the Mass schedule to a more prominent position on the homepage, making the site less static using photos and music, and introducing a guest column. A survey is being added to the website this month and Fr. Loren will ask all parishioners to visit the site the respond to the survey so that additional input can be gained as improvements are considered.
4. Fr. Loren asked that the current members of the Council who are completing terms on June 30 extend their terms through the transition period with a new pastor. The Council discussed possible new members and Rodney encouraged Council members to invite interested individuals to attend several Council meetings to assess their interest as well as their suitability to serve on the Council.

Fr. Loren also informed the Council that Janis Wilson has not received a raise in over four years. He appointed a committee to meet with Janis and propose a salary adjustment. They recommended that she get a raise of \$250 per month as well as an additional \$100 from each wedding. This would bring her average monthly take to about \$250 more than when she received a pay cut five years ago. Basically, her duties would remain as they are today.

Fr. Loren informed the Council that the Diocese of Santa Rosa will be changing from a corporation sole model and have each parish become a separate corporation. He will be attending a meeting of the priests during the week of June 6 to be informed about this transition and will update the Council at the next meeting. Finally he told the Council that the Diocese is working to reassess the value of each church property to determine an updated replacement value.

**NEXT Meeting:**  
**WEDNESDAY, JULY 20**  
**2:00-3:30 p.m.--St. Philip Parish Hall**