

EPIPHANY CATHOLIC CHURCH
PARISH PASTORAL COUNCIL
July 27, 2017

MINUTES

Members present: Fr. Randy Hubbard, Deacon Lucio Caruso, Becky Brown, Michael Cuyjet, Stan Domzalski, Diane Goodwin, Kate Grindon, Carol Harris, Jerry Metsker, Maria Munoz, Jim Parr, Jenny Townsend, Beth Vetter, David Holliger, Lois Rothgerber, Joan Shanahan, Tony Simpson, Elaine Zeller, Linda Thieneman.

Members absent: Steve Jochim and Anna Workman

Guests: None

Meeting opened with a prayer and reflection @ 7:05pm.

First item of business was the election of new officers to replace outgoing Council officers. Officer election was led by outgoing Chair Becky Brown. Only name put in nomination for Chair was Kate Grindon. Kate Grindon accepted the nomination and became PPC Chair by acclamation.

Next position for nomination was for Vice Chair. Names put into nomination were Beth Vetter, Carol Harris and Stan Domzalski. Stan was named Vice Chair by majority votes via ballot of PPC members.

Next position was for Associate Vice Chair. Names put into nomination were Anna Workman, Carol Harris and Jim Parr. Anna Workman was named Associate Vice Chair by majority votes via ballot of PPC members.

Outgoing Chair Becky Brown then turned the meeting over to the new Chair, Kate Grindon.

Kate asked for approval of the June minutes. Jerry Metsker put forth the motion to approve, Tony Simpson seconded the motion; minutes were approved with no changes.

The PPC then reflected and shared their thoughts on the Consensus document put before the Council by Kate Grindon.

- Finding common ground
- No one wins or loses
- PPC members trust in the collective wisdom of the group even if they are not present for the discussion
- Presume positive intent

Administration/Finance Report –

Fiscal year end showed Epiphany \$113,000+ in the black. Income was 1% more than budget for the year. Expenses were 20% less than budgeted, mostly due to open staff positions. Income for 2016-2017 was down \$75,000 (5%) from previous fiscal year of 2015-2016. Income is the money received from parishioners. The Finance Advisory Council is currently working on the year end report to the parish.

The FAC has asked for input from PPC about whether to hold a parish-wide presentation to explain the parish finances in greater detail. PPC discussed this idea and David Holliger will take the discussions back to the FAC.

Social Responsibility report – Fr. Jose, from our twinning parish in Chiapas, Mexico will visit Epiphany from September 6-12. There will be a welcoming reception on September 10.

Worship report – Four of our musicians recently attended the National Pastoral Musicians Conference in Cincinnati. Linda informed the PPC that Epiphany applied for and received a \$5,000 grant to purchase tablets for use by the Youth Band to help with written musical arrangements, which are constantly evolving and are difficult to disseminate in paper form to all Youth Band members.

Youth Report – One Epiphany youth attended the Catholic Leadership Institute presented by the Archdiocese. Fourteen youth and 5-6 adults participated in a mission trip to Appalachia. Other leadership opportunities for the youth are being explored.

June/July timeline for PPC Executive Council election – Kate brought this before the Council for discussion. Proposal is to move the PPC Executive election to June.

If the proposal is accepted, the June meeting would consist of a dinner, as is tradition, as well as a meeting for the current council members. During that meeting, the council would discuss and act on the next fiscal year budget. Once all current business is finished, outgoing members would be dismissed, and newly selected members would join the council for the final agenda item: PPC Executive Committee elections. At the conclusion of the election, the meeting would adjourn.

Discussion followed: One benefit to the move would be that the new Executive Council could then prepare for the July meeting. Another benefit would be that the outgoing PPC Executive Council would not be asked to meet in July (after their term had already ended), and the outgoing Chair would not need to attend the July meeting. One negative to the move would be that newly selected members would not be able to get to know each other before holding elections. Discussion was tabled until the August meeting.

Emergency Action Plan for the parish – During the recent active shooter training (June 14, 2017) held for parish leaders from Epiphany, St. Luke Episcopal and Anchorage Presbyterian, it was suggested by the Anchorage Police that every parish should have an Emergency Action Plan in place. An ad-hoc committee will be formed to begin work on Epiphany's plan. The PPC

representative on this committee will be Stan Domzalski. Other members have not been chosen yet. The target date for completion of this plan is December 2017.

Community Feedback –

- Positive comments about the PPC agenda being published in the bulletin.
- Appreciation expressed for the improvements around the property, especially in the playground area.
- Concern expressed over the Social Responsibility staff position not being filled. Fr. Randy has met with the Social Responsibility Steering Committee to discuss this. The job duties for this position are under review.

Letters of Appreciation – Kate Grindon will write a letter of appreciation to the Anchorage Police for the Active Shooter presentation.

Deacon's Report – Lucio attended a meeting to train for the Parish Discernment Process beginning in the Archdiocese. There are three areas of focus: Family, Education and Service & Outreach. The goal is that Social Mission and Outreach become wholly owned by each parish and fully integrated into parish life. Deacon Lucio has volunteered to be the lead for Epiphany. The target date for Epiphany will be in April/May of 2018.

Pastor's Report –The contract has been signed for the site work for the water project. Epiphany will purchase the materials with our tax-exempt status to save money. Hope to start the second week of August. Projected timeline to completion is 5 weeks, depending on weather. The contractor chosen comes highly recommended.

Epiphany received a \$37,000 bequest from an estate settlement. PPC discerned how to use this money, and decided to use it to pay down the construction debt, which also helps to lower the amount of interest paid on the balance of the loan. The FAC recommended rounding the additional payment up to \$50,000; after discussion, the PPC concurred.

The meeting closed with a prayer at 9:28 PM.

Respectfully submitted,

Becky Parr
PPC Recording Secretary