

EPIPHANY CATHOLIC CHURCH
PARISH PASTORAL COUNCIL
March 28, 2019

MINUTES

Members present: Fr. Randy Hubbard, Jim Parr, Michael Cuyjet, Stan Domzalski, Jeff Gilkey, Carol Harris, Bob Hausladen, Steve Jochim, Beth Vetter, Lauren Walker, Jay Stuart, Don Reiss, Gary Marvin (for Tony Simpson), Elaine Zeller, Erin Dwyer.

Members absent: Anna Workman, Jerry Krupilski, Maria Munoz.

Guests: Bob Zeller, Tracy Payne Squyres

Meeting opened with a moment of silence at 7:03p, followed by prayer and the reading of the PPC pledge.

Approval of February minutes with one correction: "Correct minutes to read "the musicians will be producing a new album....".

Chair Report

- **Update on Emergency Action Plan (EAP)** – PPC approved the basic EAP. Further refinement will be done on an ongoing basis by the subcommittee
- **2019 PPC Selection process** – 55 nominations received. After being contacted, 32 of the nominees declined to go forward with their candidacy; 20 are still discerning their nomination. Three people have yet to respond. The Selection Ritual will take place on May 11 at the 5:30 Mass.
- **Ministry of Presence** –
 - On behalf of the Worship Committee, Gary Marvin asked for PPC members to volunteer to have their feet washed on Holy Thursday
 - **Chrism Mass** – the annual blessing of the holy oils will be held at the Cathedral on the Tuesday of Holy Week
 - **Easter Flower Delivery** – weekend of April 6-7. Slight change – flowers to be delivered only to bereaved families for Easter, not homebound parishioners, who will receive flowers at Christmas.
 - **Blood Drive** – Epiphany will host a Blood Drive on Monday, April 8 in the Lighthouse
 - **Good Friday** – Epiphany will host a Covenant Churches Stations of the Cross
 - **Trivia Night** – Friday, April 12
- **Pastor's Residence** – the Committee met and went through options to gather data and set internal deadlines. They will meet again April 2. This committee was formed to gather information, **not to make specific recommendations**.

Staff Report

- A new LRP committee has been formed. They have had their first meeting and are looking at the future processes of continuing the good works that have resulted from the first LRP. Committee members include: Erin Dwyer (staff), Joan Coleman, Don Reiss, Shawn Spalding (new parishioner), Drew Happe (young adult), Chris Chase, Carol Harris, Fr. Randy.
- A draft version of a warning card has been developed to leave on the windshields of vehicles parked in the handicapped parking lot that do not display proper handicapped signage. The suggested process for this implementation would be:
 - Do a quick check at each Mass
 - Leave a card on those vehicles who do not have a visible handicapped plate or sticker
 - Log said vehicle in a notebook
 - Return notebook after cars are checked
 - Log will be reviewed each week by Administration (Mary) and repeat offenders contacted if possible
- First Communion will be held only on one weekend this year. It will be on Saturday/Sunday April 27-28. 24 children in the class.
- RCIA has 2 catechumens (children) and 3 candidates
- Formation classes end May 5
- First Bibletimes meeting will be 4/3. Dates are July 8-12. Need adult volunteers!
- There is a desperate need for an adult volunteer to accompany 5 teens to One Bread One Cup program at St. Meinrad June 17-21. Contact Tasha Gordon if interested.
- There will be no Easter Egg Hunt this year due to staff changes

Finance Advisory Council

- Stewardship collections were down \$12,000 for February. YTD still ahead of budget with a \$21,088 favorable variance actual compared to budgeted.
- \$100 was paid to Archdiocese of Louisville (ADL) for Opportunities for Life.
- Total income less Total Expenses YTD was \$125,194. This is a \$105,117 favorable variance to the budgeted amount of \$20,077. A large part of this is due to not being fully staffed.
- Negative 8 month cash flow of \$4,142 (July 2018-February 2019)
- YTD Capital costs were \$127,336
- Financial State of the Parish presentation – feedback was positive. More PPC members need to be given the information. Discussed ways to disseminate. An additional presentation is being planned for May 19 between Masses.

Stewardship Report

- 525 cards were returned – that is 41%. There were 508 financial pledges. 470+ phone calls made to interested parishioners re: Time and Talent

Pastor's Report

- Padre Jose Juan Marquez from Leon, Mexico arrived March 26. He is getting settled. He will help Epiphany with Spanish parish ministry.
- Polly Duncan Collum will be assuming the role of Pastoral Associate for Social Responsibility. Her current position will be posted and a search committee formed to hire a replacement, along with the vacant position of Pastoral Associate for Community Life, recently held by Julie Stuart, who has taken another job.
- Thanks to the search committee for their work on the Social Responsibility open position. The committee consisted of: Kate Grindon, Rosemary Smith, Joan Shanahan, Michael Cuyjet and Fr. Randy

Meeting ended with a reflection and prayer at

9:35. Respectfully submitted,

Becky Parr
PPC Recording Secretary