

EPIPHANY CATHOLIC CHURCH  
PARISH PASTORAL COUNCIL  
MAY 23, 2019

MINUTES

Members present: Fr. Randy Hubbard, Deacon Trey Mobley, Jim Parr, Michael Cuyjet, Stan Domzalski, Jeff Gilkey Carol Harris, Steve Jochim, Jerry Krupilski, Beth Vetter, Lauren Walker, Anna Workman, Maria Munoz, Tony Simpson, Jill Zamiska, Jay Stuart, Bill Carlisle (for Don Reiss), Elaine Zeller, Erin Dwyer (Staff Representative)

Members absent: Bob Hauslauden, Brenden Quirk, Gracie Zamiska

Guest: Sharon Peariso

Meeting started with a prayer and the reading of the PPC Pledge at 7:00p. April minutes were approved without changes.

Ministry of Presence opportunities

- Fr. Tony Cecil's welcome reception. It will be a potluck after 11:30 Mass on June 23
- Birthday party will be held the weekend of June 8-9
- Epiphany Night at the Bats June 30

Pastor's Residence subcommittee report

- Collected data on canonical boundaries
- Collected data from other parishes
- Compiled information on building/renovation costs
- Final report will be presented to PPC at the June 27 meeting. Financial Advisory Council will see summary report on June 20

Bylaws changes to reflect Associate Pastor

- Michael Cuyjet presented preliminary language to change bylaws to reflect Associate Pastor presence and responsibilities on PPC
- Council will be asked to approve the new language at the June PPC meeting

Finance Advisory Council

- Jay gave update on second parish financial presentation. Attended by 45-50 parishioners. Well received; good questions asked
- 2019-2020 budget presented to PPC. Budget has positive position of \$8.03. The original deficit of \$78,430.01 was reduced by: various accounts reduced by staff, reductions taken during Budget review committee meeting, lawn care being brought in-house and Pastoral Associate for Community Life staff position being reduced to part time. Associate Pastor costs were included in this budget.
- PPC will review budget and vote on it at June meeting

- April contributions were \$99,603, which is an unfavorable variance of \$20,214 compared to budget. YTD is a favorable \$7,344 as compared to budget.
- Operating expenses were paid in April that should have been booked in March
- Gas and Electric continues to run higher than budgeted
- Epiphany had to pay \$4,404.68 to phone company for lightning damage repair not covered by warranty. Has been submitted for insurance review
- Discussed possibility of quarterly envelopes for capital construction projects and quarterly contribution envelopes for St Vincent DePaul Society. SVDP need continues to increase over what the parish has budgeted out of the 10% fund. There would be no pledging; envelopes would be strictly on a voluntary basis. Opportunities for giving would also be available online
- PPC gave approval to FAC for the inclusion of the quarterly envelopes

### Community Life

- The commercial kitchen received a score of 99% on a recent inspection
- There will be a small reception after Mass on Memorial Day
- The birthday party is June 8-9. There will be cupcakes available after Masses
- There will be a potluck lunch after 11:30 Mass on June 23 to officially welcome Fr. Tony

### Formation Committee

- Need adult and teen volunteers for Bible times
- Adult Formation is looking at study materials

### Staff Report

- The handicap parking lot log book for PPC is now available at the Welcome Desk in the Connector.
- Spray foam insulation bids for Epiphany House have been received. The amount will be \$27,000. Waiting on approval from Archdiocese
- Spectrum cable was installed in Epiphany House for faster internet
- The Epiphany statue is scheduled to be installed on May 30
- Recording sessions are being scheduled for the next Epiphany musician album
- A family formation working group has been formed and will be chaired by Carol Harris. Working on a quarterly speaker/discussion series to launch in the fall
- The Long Range Plan Committee is looking at a book titled "Excellent Catholic Parishes" as a resource for discerning best practices within parish ministry
- The Long Range Plan Committee (LRP) is working on a parish questionnaire to be distributed to the parish community for feedback. Because of the desire to continue to focus on strengthening youth and young adult ministries, the questionnaire will be completed by individuals (not just one per family) and will be open to Jr. High youth through adults

### Pastor's Report

- The ad in the Record for Director of Faith Formation was delayed due to a miscommunication. Application period will close May 28, then the Search Committee will review candidates

- The job description was finalized for the part time Community Life position. The Pastoral Care component was removed and these functions will be covered by Fr. Randy, Fr. Tony and Deacon Trey moving forward.
- Padre Jose Juan will begin having office hours at Epiphany beginning the week of June 3
- The PPC retreat will be at Nazareth August 16-18

#### Community Feedback

- A parishioner asked a PPC member what Epiphany was doing about (world?) peace
- A complaint was received about Fr. Randy only inviting baptized children to come back to the baptismal font to help bless the water during Baptisms.
- A parishioner asked if Spanish classes could be held to help non-speakers understand the Spanish being used during liturgies.

Next meeting will be the final meeting for outgoing PPC members Carol Harris, Steve Jochim, Anna Workman and Beth Vetter, and will be held at the home of Carol and Greg Harris. Lauren Walker will coordinate the food through "Sign-up Genius".

Meeting ended with a prayer at 9:15pm

Respectfully submitted,

Becky Parr  
PPC Recording Secretary