

EPIPHANY CATHOLIC CHURCH

PARISH PASTORAL COUNCIL

November 29, 2018

MINUTES

Members present: Fr. Randy Hubbard, Deacon Trey Mobley, Jim Parr, Michael Cuyjet, Stan Domzalski, Jeff Gilkey, Carol Harris, Bob Hausladen, Steve Jochim, Jerry Krupilski, Beth Vetter, Lauren Walker, Anna Workman, Brenden Quirk, Jill Zamiska. Staff present: Julie Stuart

Members absent: Maria Munoz

Meeting opened with a prayer and the reading of the PPC pledge @ 7:00pm. Minutes from October were approved with changes.

Chair Report

- Jim Parr discussed the Ministry of Presence. PPC members should make an effort to be present at Epiphany events. PPC discussed using a Sign Up Genius tool to allow PPC members to sign up to attend various events. Anna Workman volunteered to be the Administrator for the Sign Up Genius
- Date set for PPC Holiday party for staff, PPC and their significant others. It will be at Epiphany House on January 11, 6:00p.

Emergency Action Plan

- Stan Domzalski gave an update on the progress of Epiphany's EAP. The first draft was presented to PPC. PPC members will read it over and be ready to discuss it at January meeting.

Visiting priests from Mexico

- Fr. Randy presented this issue to the PPC. Our Archdiocesan region will be hosting two priests from Mexico. Epiphany has been asked if we would be a sponsoring parish (i.e., salary, living expenses, and other benefits).
- The other two parishes assisting in this effort are Annunciation in Shelbyville and Immaculate Conception in LaGrange.
- Fr. Randy has discussed this with Staff. They can provide enough work to justify 1/3 of the cost. It is a 3 year commitment.
- There is a large need for Baptism Prep, 1st Communion classes and other Sacramental needs for the Spanish speaking community at Epiphany.
- PPC supports this effort.

Use of Handicapped Parking Spaces

- The use of these spaces by non-handicapped individuals (at least cars that aren't displaying the appropriate tags or licenses) is a continuing problem.
- Staff, with PPC approval, will work on a letter that can be put on the windshields of vehicles parked in the handicapped lot that do not display proper identification. The letter will serve as a gentle reminder not to park there.

Focus of January retreat

- PPC discussed topics and decided that the retreat will be a short review of the current Long Range Plan (LRP) accomplishments and then a discussion of plans and next steps for beyond 2020 when the LRP ends, and to work on a gap analysis.
- PPC agreed to bring in an outside facilitator to assist in this process.

Standing Committee reports

Finance Advisory Committee:

- Stewardship contributions for the month of October totaled \$114,165. This was a favorable budget variance of \$6,348. YTD is \$7,662 above budgeted amount.
- Total Operating Expenses vs. Budget were \$4,284 higher than expected for the month and \$43,836 less than expected for the year. One reason for this is the open staff position.
- Overall, YTD total income less total expenses is \$29,469, which is a \$50,736 favorable variance to the budget.
- Epiphany Capital Campaign contributions were \$901.42 in October, including \$747 from Kroger Rewards.
- We have a positive cash position of \$593 for the four months ending October 31, 2018 given our YTD capital and construction costs of \$28,877, while our cash available in savings and checking remains strong at \$632,238.
- FAC rep to the PPC, Jay Stuart, made a motion to approve changes to two FAC policies previously presented to PPC at October meeting (Admin 02-01 Managing the Parish Funds and Admin 02-02 Determination of Excess Reserves). Motion was seconded and approved.

Stewardship Update

- 342 pledge cards have been returned out of 1277 – 27%. 935 people will get reminder cards. Last year a total of 40% were returned.

Formation committee update

- Jill Zamiska is the new Formation representative to PPC.
- Formation working groups will meet bi-monthly (Adult, children, youth).
- RCIA is meeting weekly. So far, one adult and one teen in RCIA.

- Bibletimes 2019 will be at Epiphany July 8-12.

Youth and Young Adult Report

- Sr High Youth Council to begin meeting monthly to plan content and activities.
- ARCHLOU Catholic Youth Conference will be held in March at the Flaget Center. Paul J. Kim to be the guest speaker.
- 4 youth, 1 parent and Tasha Gordon will go to a junior high youth conference in Nashville.
- A young women's prayer group was started for the Advent season.
- There is a lot of Hispanic participation in Youth and Young Adult ministry activities.
- There are 13 youth enrolled for Confirmation; 40% are Hispanic. There are three adults helping with Confirmation for 2019 – Anastasia Quirk, Jenny Cash and Chris Luken.

Staff Report- Julie Stuart

- Staff will be evaluating rotation schedule for PPC attendance.
- Erin shared w/staff the LRP assessment given to PPC at August retreat.
- Staff is collaborating on programming that appeals to more parishioners.
- Sign-ups are coming for Feast of Epiphany, which is the first weekend of January.

Community Feedback

- Question about why Spanish included in Mass, how long will it be done, is it at all Masses? Worship representative Tony Simpson explained that the purpose is to be inclusive. Done predominantly during November.
- Parishioner asked where the names come from for the Litany of the Saints/Parishioners, and can people be notified of upcoming names? Answer is no – presents too much of a logistical challenge.
- Parishioner liked the Stewardship forms but would rather do them at home than at church.
- When would parish know what things will be focused on from parish listening sessions? Report will be on website.
- A parishioner expressed a wish that the parish would look into solar energy. We are.
- Was disappointed at the loss of outreach opportunity when Trunk or Treat was cancelled.

Deacon's Report

- Deacon Trey reported that he is transitioning into a new job with the Archdiocese as the Coordinator of Diaconate Training (this will not take away from his permanent deacon position at Epiphany).

Pastor's Report

- Kate Grindon and Michael Cuyjet are taking the lead on a search for a new Pastoral Associate for Social Responsibility. Hope to complete the process early in 2019.

Meeting concluded with a closing prayer at 9:40p

Respectfully submitted

Becky Parr
PPC recording secretary

