

EPIPHANY CATHOLIC CHURCH  
PARISH PASTORAL COUNCIL  
September 26, 2019

MINUTES

Attendees: Fr. Randy Hubbard, Fr. Tony Cecil, Deacon Trey Mobley, Jay Stuart, Don Reiss, Deb Sachs, Lauren Walker, Elaine Zeller, Jeff Gilkey, Michael Cuyjet, Stan Domzalski, Bill Carlisle, Sharon Peariso, Maria Munoz, Jerry Krupilski, Bob Hausladen

Staff present: Erin Dwyer

Meeting brought to order at 7:00 pm.

Prayer offered by Michael Cuyjet.

Jay Stuart presiding as Acting Chair.

August 29<sup>th</sup> minutes were approved without changes.

Chair's Report

- As a result of Community Feedback, the PPC was asked to consider renaming the Connector to the Gathering Space. PPC discussed the suggestion and decided to communicate to the parish the reasoning behind retaining the name through the bulletin.

Discussion Items

- **Representation from Youth on PPC.** There are currently no candidates who can fill the two open seats, but they remain open if candidate(s) come forward. PPC recognizes the importance of youth representation, but also recognizes the challenges that youth face with their schedules. Two possibilities were discussed by the PPC, to be shared with Tasha for consideration:
  1. Consider a shorter term for the youth representative.
  2. Allow for ad hoc representation by whatever youth is available for a particular month.
- **PPC Retreat Location.** The Executive Council recommended staying with a Catholic retreat space. Nazareth, Mt. St. Francis, and St. Meinrad were considered. The PPC decided to use St. Meinrad for the August 21 – 23 retreat in order to experience a different venue.
- **Legacy Society.** Plan is to roll out sometime this Fall. The option of adding the Legacy Society to the online stewardship form was discussed, but currently deferred because both online stewardship and Legacy are new.
- **Discussion of the Facebook ethics concern was deferred until the October meeting due to time constraints.**
- **Epiphany Birthday Celebration (50<sup>th</sup> Jubilee).** The PPC concurred that a yearlong celebration is desired. Three possible date ranges were considered, and after deliberations, a consensus was reached to use the third option, Birthday 2020 ☐ Feast Day 2021 ☐ Birthday 2021.

Finance Advisory Council August Financial Report

- Contributions had an unfavorable budget variance of \$8,296. YTD has an unfavorable variance of \$666.
- Total operating expenses versus budget were \$5,586 higher than expected for the month. YTD is \$16,793 lower than expected.
- Total income less total expenses is [\$310]. This is a \$9,842 unfavorable variance to the budget of \$9,532. YTD is \$6,863. This is a \$20,878 favorable variance to the budget.
- Checking account Archdiocese of Louisville Savings and Capital Improvement is \$620,273
- The Finance Advisory Council discovered that envelope contributions during months having only 4 Sundays are lower than during 5 Sunday months. This does not appear to be the case with online and automatic payment contributions, which tend to be monthly.
- Capital expenditures were made in August for laptops and insulation.
- Programmable thermostats were placed in the Lighthouse and Community Center. While the impact has not yet been seen on the billing statements (as these are about a month in arrears), it was confirmed that electricity usage in those buildings dropped between 25% and 50%.
- An exploratory committee was formed to investigate the need for a capital campaign. Representation from the PPC is desired.

### Standing Committee Reports

#### Stewardship

- Stewardship e-mails will be sent on September 30<sup>th</sup>. Paper stewardship packets will be prepared for those without email addresses on file and distributed at the stewardship socials. Emails were sent to over 1,000 families, and only 174 packets were prepared for mailing.
- We are hoping for 50%+ parishioner participation.

#### Emergency Action Planning

- The Emergency Action Planning committee continues to meet regularly. Fr. Tony will be joining the committee.
- The committee is trying to identify people who can take charge in an emergency situation. A bulletin item will be added to assist with recruitment.

#### Staff Report

- Long Range Plan committee met September 25th. The kickoff for LRP team is next October 3rd, and PPC is strongly encouraged to attend.
  - Communications are currently being developed for 10/11-12 about the PPC retreat, parish survey, and other LRP efforts.
- Handicap door modifications have been approved and ordered for the Lighthouse.
- Several more handicap spaces are being added to the main parking lot.
- Two Ministry of Presence opportunities:
  1. Fall Grounds Clean-up (Nov 9, 8:30 – 1 / Rain Date: Nov 16)
  2. Memorial Mass (Nov 2, 10 am)
- The Twinning Parish Chiapas trip was productive. The PPC asked if Polly would present at the next PPC meeting about the trip.

### Pastor's Report

- New job descriptions were established 2 years ago. Those are now being evaluated as part of the annual review process to determine if any adjustments need to be made.
- The Archdiocese has asked for a contribution of 1% of one year's revenue toward a building campaign for Catholic Charities. This was not in the current fiscal year budget and approximately \$7,000 per year will be paid out over the next two years.
- We need to identify and implement strategies to improve community use of the community forum. To facilitate this, PPC members will be asked to stand up during the announcements to allow community members to better identify them.
- Fr. Randy will be on vacation 10/11 to 10/28, returning to the office on Tuesday, 10/29.

### Community Feedback

- We received a lot of compliments on the ministry fair.

### Ministry of Presence Feedback

- There was good parish representation at the Hunger Walk.

### Letters of Appreciation

- Jeff Squyres for his leadership in putting together, testing, and maintaining the online stewardship system. (Erin & Don will write letter. Lauren will write one as well.)
- Jeanne Flowers for 8 years of service on the stewardship committee. Jeanne is retiring from the committee. (Don and Erin will write letter.)

Next PPC meeting will be Tuesday, October 29<sup>th</sup>.

Closing prayer and dismissal at 9:05 pm.

Respectfully submitted,

Becky Parr (with the able assistance of Bob Hauslauden)  
PPC Recording Secretary