

**Pastoral Council Meeting Minutes  
St. John's Cathedral Parish  
October 5, 2016**

**Pastoral Council**

Kerry Ellen Elliott, Chair

Justin Malsam, Vice Chair

Brad Jahn, Secretary

Miguel Duarte

Gigi Ferreira

Alfonso Leon

Matt McGarry

Angela Moran

Adam Pereira

Gordon Pirrong

Jake Timmons

Daniela Ysursa

**Members Absent**

Justin Malsam

Miguel Duarte

Alfonso Leon

Matt McGarry

Gordon Pirrong

Jake Timmons

Daniela Ysursa

**Rector**

Fr. Jerry Funke

**Staff**

Oralia Lorenzana

**Guests**

Alberto Jaramillo

Teresa Wittry

1. **Call to Order by Chair:** 7 PM
2. **Opening Prayer/Spiritual Message:** Adam Pereira
3. **Approval of 9/7/16 Minutes:** Gigi Ferreira moved to approve the minutes and Angela Moran seconded: Motion was carried.
4. **Youth Ministry:** Alberto Jaramillo, Director
  - a. The Youth Ministry is being coordinated with Religious Education to provide a consistent formation experience for youth of the parish.
  - b. Diocese has made changes to the confirmation curriculum to 12-weeks in length with greater scheduling flexibility. Curriculum is age and grade appropriate. Confirmation preparation is held Tuesday nights, 6-7:30 and co-scheduled with youth Bible study.
  - c. Confirmation training includes serving as an EM, Lector, or Usher and performing other service at Mass.
  - d. Socials and fund-raisers are planned with Youth Ministry Programs in other parishes.
  - e. Plans are to add 3-month confirmation program fall 2017.
5. **Religious Education:** Teresa Wittry, Director
  - a. The religious education class meets Sunday after Mass and is designed for Pre-Kindergarten through 6th grade students who are not attending Catholic schools. A new 1 hour and 45 minute class format is utilized that extends instruction to include music taught by Dr. Morvant.
  - b. Curriculum is age and grade appropriate, and bi-lingual is available. Attendance is mandatory for parents and students who are preparing for first reception of the sacraments of Penance and Holy Eucharist.

- c. Information was also presented regarding the Catechists of the Good Shepherd, a 90-hour adult training program at St. Marks. Currently four St. John's volunteers are participating. More St. John's participants are being encouraged to join the training.
6. **Building Projects Update:** Father Jerry and Kerry Ellen Elliott
- a. Cathedral Exterior Stairs: Due to deterioration of the rebar and concrete in the steps, the Hays and 8<sup>th</sup> Street stairs need to be replaced. The metal plates on the leading edge of each step are separating from the stairs creating safety and liability issues. The Cathedral Building Committee and Finance Committee are coordinating efforts to accomplish the project. Six-month construction timeframe is planned for June through November 2017 or 2018 depending on allocation of funds. Parish fundraising may be required as a special project fund that could be tied to another desirable project. Chair requested members email her with suggestions for a second project. Additional parishioner informational presentations are planned for October 16<sup>th</sup>.
  - b. Cathedral Stained Glass Window Restoration: Lead in the Cathedral windows is over 100 years old and needs to be replaced. The deterioration of the lead presents a significant structural problem especially to the St. Cecelia window behind the choir loft. This major project will require removing each window for off-site re-leading. Bids for the project are expected in September and October. Restoration is estimated to take up to 10 years. When completed, protective insulated glass will be installed on the outside of each window and the stained glass colors will be visible from the street.
7. **St. John's Parish Strategic Plan:** The 2016-2017 Strategic Plan was adopted in August 2016. The plan was presented to the relevant ministries for implementation at the October 12 Parish Staff Meeting. The Strategic Plan goal is to increase Mass attendance and Offertory by 5% compared to the last reporting period. Chair presented the following information to the Council for their review:
- a. 2015 Kenedy Report numbers on Average Mass Attendance
    - i. Despite the addition of a Spanish Mass during the 2002 - 2015 reporting period, average Mass attendance decreased from a high of 2718 attending in 2011 to 1913 attending in 2015, a 4-year decline of about 30%.
  - b. 2015 Registered Families
    - i. The number of Registered Families trended steady through the 2001 - 2015 reporting period. Current number of Registered Families is 1525, only slightly more than the 1475 Registered Families recorded in 2001.
  - c. 2002-2015 Annual Offertory Contribution
    - i. The buying power of the dollar calculated for \$873,300.00 in 2005 averages \$1,060,000.00 for 2015. Annual offertory contributions have remained at the same buying power level for the period when the effects of the CPI are calculated. On a positive note, buying power has remained constant through the period despite a significant decline in Mass attendance.
8. **Rector's Report:**
- a. Cathedral air conditioning replacement: Second collections at Mass raised \$25,714 with the balance of the \$89,839 replacement cost to come from the Cathedral endowment. The total cost includes repair to

- the Roman Roofing, \$9,979.00; Paige Mechanical (unit and installation), \$73,722.00; and electrical/communication/computer control, \$7,128.00. Cathedral Endowment contributed \$64,126.00.
- b. Parish Staff Update: Nearly all employees transitioned to hourly wage status as of September 16. Deb Chester announced her resignation as RCIA Director effective September 30, 2016. Deacon Mac Chester informed Father Jerry he would be taking a leave of absence from St. John's Parish. Both departures were unexpected. Deacon Bill and Gina Burns will coordinate RCIA for 2016-2017, although there may be an effort to find a new RCIA Director after January 1<sup>st</sup>. There are no current plans to replace Deacon Mac.
  - c. Our Sunday Visitor: The offertory enhancement program coordinated by Our Sunday Visitor was implemented September 18<sup>th</sup> and 25<sup>th</sup>, and October 2<sup>nd</sup>. Father Jerry reported a "bump" in the amount of the offertory received.
  - d. Safe Church Summit October 4<sup>th</sup> and 5<sup>th</sup>: Cathedral of the Rockies hosted a meeting of local churches to review and plan for threats to churches and parishioners from gun and other violence or attacks. Fifteen people attended from St. John's including: Oralia Lorenzana, Bill Maddox, John O'Hagan, Daniel Gamboa and Alberto Jaramillo. Some churches are already using security cameras and searching backpacks. Summit may result in the formation of a "Task-force" to focus continuing attention on church security.
  - e. Cathedral Security: Father Jerry reported the theft of the vigil light table from the Cathedral and an incident involving a woman frightening children in the Cathedral restroom during school hours. Security cameras are planned for St. John's. Oralia reported that in some churches unlocked cars in church lots are being entered and the registration and garage door opener stolen, which are then used to break into the parishioners house while they are attending church.
  - f. Liturgical Schedule for Holiday Period: (See St. John's homepage)
  - g. Coffee Service after Mass: Well attended, 50 or more served. Plan to continue and expand for 8 AM and 10 AM Sunday Mass.
  - h. Visiting Priest from Unbound: Scheduled for October 22 and 23.
  - i. Father Jerry's Travel Plans:
    - i. Bishop White Seminary and home visit – October 13-16
    - ii. Mt. Angel Seminary – October 18-20
    - iii. Annual Meeting of KHS (Knights of the Holy Sepulcher), Sacramento – October 21-24
9. **Council Members Forum**: Oralia informed the Pastoral Council about concerns regarding leadership succession on the Stewardship Council. A joint meeting was suggested between the Pastoral Council and the Stewardship Council to discuss this and general issues regarding ministry strength.
  10. **Next Meeting**: November 2, 2016
  11. **Closing Prayer**: Father Jerry
  12. **Adjournment**: Meeting adjourned at 9:00 PM

*Submitted by Brad Jahn, Pastoral Council Secretary*