

Church of Saint Eulalia
Parish Pastoral Council (PPC) - Minutes of Meeting
June 12, 2013

Present: Father Jim Savage, Michael Angotti, Eva Arnott, Brian Blake, Matt Calvey, Louise Cocuzzo, Maria Constantino, Kathryn Davis, Jan Dolan, Mary Fiorentino, Carol Johnson, Paul Kenrick, Marge McGlone, Joe Murphy, Jean Nolan, Moira Ounjian, Peter Pongratz, Bob Valeri, Phil Waterman

Absent: Dolores Mullen, Raina Trilokekar

Scripture Reading: The meeting opened with Marge McClone reading the prayer from the prayer/devotion reference guide that came from the USBCC website. A brief meditation and discussion followed Matt Calvey's reading of a scripture passage from Luke.

Approval of Minutes: The May 22, 2013 minutes were amended as follows: 1) Under side heading **Special Guest** line four, the name of Louise Alyo should be spelled Louise Aleo and under that same heading line 11, the name of Thomas Groom should be spelled Thomas Groome; 2) Under the side heading **Short-Term Sub Committee Reports**, the following should be added: Jared Blake, the St. Eulalia Parish Youth Minister and Sal Caraviello, the Youth Minister from St. Mary's, both participated in the one of the meetings. They both arranged to have some kids from their respective parishes Youth Groups participate in the meeting as well. ; 3) Under **Constitutional Review** the second sentence, *It was their recommendation that nothing be deleted from the constitution.*, should be deleted. Under **Constitution Review** Article 2, Section 2A, the following sentence, *It should be the responsibility of the PPC vice-chairperson and assistant chairperson to develop this pastoral plan.*, should be changed to read: *It should be the responsibility of the PPC vice-chairperson and assistant vice-chairperson to help the Pastor establish a parish-wide committee to develop this pastoral plan.*

PPC Meeting Dates

The following are the 2013 – 2014 PPC meeting dates: September 11, 2013; October 9, 2013; November 13, 2013; January 15, 2014; February 12, 2014; March 12, 2014; April 9, 2014; May 14, 2014; June 11, 2014. It should be noted that PPC meetings take place on the second Wednesday of the month unless otherwise noted. A correction was made for the January meeting date of January 8, 2014 to January 15, 2014 due to the conflict with the Executive Committee meeting date. The Executive Committee dates are as follows: September 4, 2013; October 2, 2013; November 6, 2013; January 8, 2014; February 5, 2014; March 5, 2014; April 2, 2014; May 7, 2014; June 4, 2014. Executive Committee meets the first Wednesday of each month unless otherwise noted. PPC does not meet in the summer nor in December.

Commission Reports

Finance Council. Father Jim reported for the Finance Council. The council last met on Tuesday, June 11, 2013 and will begin preparing a budget within the next two weeks for the fiscal year starting July 1. The following was offered as an explanation of how the budget process works: The staff submits a budget listing expenses month by month. If unexpected expenses crop up then a request has to be made requesting the funds be made available. Projected yearly expenses should be part of the budget and it should be a line-item budget.

Liturgy. The parish has been very cooperative and gracious during the transition from Father Tom to Father Jim. It also showed strong support with the passing of its long-time business manager, John Russo.

It was noted that Father Jim's gift for liturgy has enriched the parish. Father Jim's inauguration of the Corpus Christi Procession and was very well received.

During the summer a search will be conducted to find a leader for our Lenten mission. It need not be a priest and a woman mission leader would not be ruled out. It is recommended that the mission take place in April as the weather would be better.

On a Saturday in September, there will be a seminar for new and current Eucharistic Ministers. Father Jim will conduct the seminar and Louise will train the new Eucharistic Ministers.

A suggestion was made by Father Jim to have the midnight Mass at Christmas be at 10 p.m. This would be closer to the time when families were finishing dinner and might draw a larger crowd of parishioners.

Sub Committee Reports

Spiritual Development Committee. The committee was exploring the idea of having three different mission speakers all presenting on a particular theme. It was decided that a single speaker would be best. The committee is open to the speaker being a priest, religious, or lay person, male or female.

Evangelization Committee. There has been no meeting of this committee since May 20, 2013. The next scheduled meeting will take place on July 9, 2013.

The proposal to work with the religious education staff on outreach to parents has been postponed until a new Religious Education Director has been hired.

The chairperson, Paul Kendrick, has been reading a book given to him by Father Tom, *Rebuilding the Church*, which presents a great many good ideas for evangelization.

Parish Life Enhancement Committee. No report was available. The following comments were made in regards to the parish's enhancement efforts:

- The out-of-doors reception after the presentation of Father Tom's Scholarship was very nice.
- Also very lovely was the reception in the Prayer Garden after 24 couples renewed their wedding vows.
- PPC was informed that Frank Berarda had some ideas about improving the parish Art Show; and it was suggested that he speak to Stephanie Rogers, chairperson of the Parish Life Enhancement Committee.

Communications Committee. There were no new issues identified or addressed. New members were strongly encouraged to become involved in one of the PPC's subcommittees.

A summary of how the sub committee's came into being and their responsibilities was reviewed for the new members. A request was made for each subcommittee chairperson to publish a description of their subcommittee along with a schedule of meetings. This request was deferred to September. Also deferred to September was the question of whether other committees/groups in the parish should report to the PPC. An observation was made that there appears to be a lot of overlap with some of these committees.

Short-Term Sub Committee Reports

Collaboration Committee. It was reiterated that Frank Lombardo is our liaison with St. Mary's Winchester PPC, that is with St. Mary's permission he attend their PPC meetings. As Frank is no longer a member of St. Eulalia's PPC, a suggestion was made that he be appointed an ex officio member.

According to Article 4, Section 1A, of the PPC Constitution, Frank would not qualify. It was then pointed out that PPC meetings are open meetings and, therefore, Frank could attend and should be given our meeting materials in advance. It was further recommended that Father Jim write a letter to Father Messina, pastor of St. Mary's Winchester, stating that he is pleased to recommend Frank Lombardo as our liaison to St. Mary's PPC. St. Eulalia PPC Collaboration Committee member, Moira Ounjian, was asked by PPC Vice Chairperson, Peter Pongratz, to draft the letter. St. Mary's has still not identified who will be their liaison to our PPC.

New Business

Elections for the position of Vice Chair and Assistant Vice Chairperson of the PPC for the 2013 – 2014 Session. Two PPC members wished to put their names forward for election to the position of Vice Chairperson: Peter Pongratz and Raina Trilokekar. Peter Pongratz was elected. For the position of Assistant Vice Chairperson, Paul Kenrick, Kathryn Davis, and Raina Trilokekar put their names forward—Paul Kenrick was elected.

PPC Constitution correction. The title of president on page 10 of the constitution should be changed to Vice Chairperson.

St. Eulalia Parish Picnic. The picnic will continue to be on the same day as the opening of the Religious Education Program—Sunday, September 15, 2013. There should be a committee established and a meeting held in August to plan for this year's picnic. Notification of the August meeting will be done via e-mail. PPC members traditionally staff the hot-foods table and are expected to help with the event. There was a suggestion made that there be some changes implemented this year. Those volunteering to be on this year's committee include: Kathryn Davis, Matt Calvey, Margie McGlone, Bob Valeri, Maria Constantino, and Brian Blake. It was noted that there is a lot of physical work to be done in setting up and breaking down. In the past, the Boy Scouts would do this but they are no longer housed at St. Eulalia's and thus are not available to help.

Arlington Town Day. St. Eulalia's is planning to participate in Arlington Town Day again this year. This year Arlington Town Day will be held on Saturday, September 21, 2013. Last year the event ran from 10 a.m. until 3 p.m. Paul Kenrick volunteered to organize the event with Eva Arnott and Maria Constantino offering their assistance. It was suggested that the committee speak to Jared, our youth minister, to recruit some members of the Youth Ministry to help with Town Day.

Promoting Catholic Education. In discussing whether the parish either alone or in collaboration with St. Mary's Winchester should take some active role in promoting a Catholic education amongst our parishioners, such as having a Catholic High School Fair, it was decided that we continue to advertise open houses etc. in our bulletin and create awareness through our Religious Education Program. Father Jim felt it should be the Catholic schools themselves who take the initiative in holding school fairs and shadow days for perspective students. Bob Valeri offered to explore what more can be done to raise awareness by consulting with Donna DiFonzo, Director of Religious Education Grades 7 thru 11.

Other Topics

Portraits of Father Tom and Father Vic. It was unanimously decided that Father Tom and Father Vic's portraits should hang in Manion Hall. Mary Fiorentino was authorized to obtain Father Tom and Father Vic's permission to do this. The parish business manager will handle it once permission has been granted.

It was remarked that some of the older women have concerns when the Eucharist has to be broken during the distribution of Communion.

An agenda item for the fall should be the appointing of an Election Committee to oversee PPC Elections and develop a timeline for elections in the spring.

The annual Pot Luck Supper for PPC will be held Saturday, June 15, 2013, immediately following the 4 p.m. Mass. Father Jim suggested that we recognize outgoing PPC members for their service and introduce newly elected members. Front pews will be reserved. PPC members have traditionally been installed in September.

At the 9 a.m. Mass on September 22, 2013, all religious education staff will be installed and receive a blessing.

Reminder Dates

June 15, 2013	Acknowledgement of outgoing PPC members to take place at the 4 p.m. Mass with a pot luck supper to follow at the parish house
2012 – 2013	An on-line re-broadcast of the training program, <i>Year of Fatih</i> , can be viewed at www.BostonCatholicLive.com
Spring 2013	Planning the Parish Directory
September 21, 2013	Arlington Town Day

Parishioners' Comments and Concerns

- A request was made that the readings always be listed on the hymnal board.
- The explanation of the parts of the Mass listed in the bulletin was very informative.
- A parishioner suggested that another date be assigned to the Art Show so that it would not conflict with Corpus Christi.
- Praise was given for the beautiful Corpus Christi celebration. This parishioner felt she was in Rome participating; it was that magnificent.
- An observation was made that the premises were not being kept up as they should be.
Response: This will be addressed.
- There should be a suggestion box placed in the back of the church as one doesn't always know who the PPC members are.
Response: Eva Arnott volunteered to speak to the business manager about obtaining a new suggestion box as there use to be one. Margie McClone offered to ask the parish secretary about name badges for new PPC members to wear.
- There is some concern by parents of young children about having their names listed in the parish directory.
Response: The parish secretary should be asked to contact the photography studio regarding whether they are requesting permission for children's names to be published.
- Can names of parishioners be listed in the directory without their picture being taken?
Response: Yes.

It was decided that if a short answer could be given to a parishioner's comment, it would be reflected in the minutes.

Father Jim's Comments

Father Jim wished to thank all outgoing members of PPC for their service and offered his gratitude to new members for their generosity in wishing to serve.

Father wanted to remind all that Harvard was coming to St. Eulalia's—a speaker series he initiated during this Year of Faith. The dates have been confirmed to be: Monday, September 30, Faith in Art; Monday, October 7, Faith in Science; Monday, October 21, Faith in Literature; and Monday, October 28, Faith in Social Justice. All of the presenters are Harvard professors. Father Jim wanted to instill in all that faith abounds in our lives.

Father Jim reported that there were 15 applicants for the job of business manager. The three interviewed were all currently business managers. The unanimous decision of the Search Committee was to award parishioner Cheryl Pongratz the position. She is currently the business manager at Sacred Hearts Parish in Malden and comes to us with both financial and property management expertise.

An update on the air conditioning was given. There are two pumps being repaired and the air conditioning should be operational by this weekend.

A week ago Monday, Barbara Penkala submitted her resignation as Religious Education Director for Grades K – 6. As Barbara was offered a full-time position at her other part-time job, she felt it was best to take advantage of that opportunity. There will be a Search Committee formed to find a replacement.

The meeting closed with a prayer.

Respectfully submitted,

Ellen Connell
PPC Secretary