

**ST. FRANCIS OF ASSISI  
PARISH COUNCIL MINUTES  
MAY 13, 2008**

**CALL TO ORDER**

The meeting was called to order.

Council members present: Eloise Anderson, Vicki Bailey, Cathy Chenu-Campbell, Shaaron Gilson, Judy Guardalabene, Richard Hernandez, Linda Johnson-Panattoni, Christine Morse Galves, Scott Olling, Rosalie Rashid, Bob Reid, Steve Tholcke, Fr. Anthony

**GOSPEL REFLECTION**

Judy led the prayer and facilitated faith sharing.

**APPROVAL OF MINUTES**

Minutes from last month were approved.

**PASTOR'S REPORT**

Fr. Anthony provided a written report prior to the Council meeting.

Fr. Anthony wants input on whether to have a potluck at 6:30 preceding the Transitus of St. Clare (Sun., Aug. 10, 8 pm). Council suggested a salad buffet; members are willing to coordinate getting salads.

Another topic is a summer retreat/planning day for the Council and Parish staff, which the Council would like to have again this summer. The day will include a spiritual component and also a review of last year along with planning for the upcoming year. A weekday (when we can gather at the Sierra Health Foundation site) is fine; the tentative date is Friday, Aug. 1 (with a back-up date of Friday, July 25). Fran will check on the facility availability. Steve, Vicki, Judy and Richard volunteered to help plan the day.

Fr. Anthony would like a liaison from the Parish Council to work with Joe Prassa on buildings and grounds projects. Linda Johnson-Panattoni volunteered to be the liaison.

The capital campaign does not need Diocesan permission to proceed, but there will be a presentation to the Diocesan Finance Director. Since Paul Rieschick will coordinate the campaign, the Diocese will waive the requirement for a management firm.

A new security company is being hired because Fr. Anthony and Parish staff are not satisfied with the current company.

Work is proceeding on the lighting controller in the church. Thanks to Linda, the original installer was identified and has diagnosed the problems with the system (after the initial installation, most of the connections were moved to a handful of controllers, which has overloaded those controllers). The system will be fixed; Fr. Anthony has decided that the controller then will be locked to ensure that it is not tampered with or altered.

Fr. Anthony is suggesting that there be a joint meeting of the Parish Council, the Finance Committee, and Parish staff when the budget is under development, in order to facilitate communication. Another meeting might be useful as a mid-year review. Council is happy to try this.

## **BUDGET DEVELOPMENT**

Fr. Anthony focused his report on the proposed budget for the upcoming fiscal year (beginning July 1, 2008). In discussing the general background, Fr. Anthony clarified that we pay an assessment to the Diocese of 18% on our collections - this assessment applies to money put into the plate during Mass and also to money put into general envelopes. There is no assessment on donations marked for particular purposes.

In the preliminary budget, it looks as if we might run a deficit. Costs are increasing (substantial increases for benefits, for liability insurance, for property taxes, and for the new youth ministry position). Revenue from the interest on the Harrington fund will be down because of the temporary shift of principal to the Diocese to eliminate our 'debt' to the Diocesan capital campaign. Staff and Finance Council presented a draft with ideas for dealing with the projected deficit.

The draft includes strategies for increasing income (review all fees and stipends to consider increasing these; institute nominal fees for all programs, activities, and booklets; and plan an appeal weekend with Fr. Anthony explaining the need for additional revenue for normal operations, along with the larger picture of fund-raising for the capital campaign). Council approved moving forward with all three of these strategies for increasing income.

The draft also includes strategies for decreasing expenses (omit the staff COLA for this year; reduce the volunteer dinner costs by half; reduce the staff retreat costs; ask staff to look for further cuts in their program areas; and shift some Harrington funds to pay for the scholarship money which is given to the school). Council approved moving forward with all of these strategies except for the first item (COLA for staff will remain in the budget). Council also discussed the half-time youth ministry position that is included in the budget; Council recommends that we move forward with this hire despite the budget concerns because this is an urgent need in the parish.

## **FOLLOW UP ON OLD BUSINESS**

Because of time constraints, old business items were not discussed. Steve asked that Council members who were on the agenda to provide reports please submit them electronically; he then will distribute these to all Council members.

## **NEW BUSINESS**

Janet will need help with Parish Council elections after each Mass the weekend of May 31-June 1. If you are not on the ballot, please email Janet to let her know which Mass(es) you can help with.

Rosalie asked for volunteers to attend the upcoming SFP 101 sessions. Judy and Shaaron will attend on Sun., May 18, and Vicki and Richard will attend Mon., May 19.

## **CLOSING PRAYER**

Judy led the closing prayer; Christine volunteered to lead prayer next month.

## **NEXT MEETING**

June 10, 2008, 7 pm

**DATES TO REMEMBER**

July 8 Parish Council meeting  
Aug. 1 TENTATIVE Council/Staff retreat/planning day, 9 am-3 pm  
Aug. 3 & 4 SFP 101 (Sunday at 11 am; Monday at 7 pm)  
Oct. 4 08 Centennial celebration begins