

Holy Trinity Pastoral Council Minutes

May 21, 2020

Attendees: Veronica Kelley, Carol Alcamo, Pat Allfrey, Diana Graff, Nancy Koch, Lloyd Sandell, Ingrid Spencer (a Zoom meeting), Lanny Ross (by audio)

Absent: Kevin Williams, Dan Anderson

Opening Prayer: Veronica Kelley

Minutes: All Members – February 2020 Meeting Minutes were approved

Study Time: Stewardship - A Disciples Response: Appendix II – Stewardship and Development in Catholic Dioceses and Parishes: Resource Manual; Section II: Education and Formation for Stewardship; pp. 59-62 – TABLED

Technology Committee: Lloyd Sandell

The Committee met on February 5th. Since then many changes have taken place. Ash Wednesday, the Season of Lent, the “Seats and Feet” campaign, and the Kitsap Great Give were promoted on the Holy Trinity website. The front page of the bulletin has been changed to reflect the statewide stay-home order. Videotaping of our Mass was added and then became a Live-Streaming of our Masses during the Easter season and continues. More than sixteen videos, the Coronavirus Update, a Video Bible Study, and Faith Enrichment Videos were added. We showcased the Holy Trinity Faith Formation and the Knights of Columbus Scholarships, as well as the Knights of Columbus food drive, and the Annual Catholic Appeal. The technology group updated and replaced office equipment to support webinars and Zoom Video conferencing. The next meeting has not been determined.

Faith Formation Commission: Pat Allfrey

The Commission conducted a Zoom Video meeting on May 12th. Confirmation is planned for August 21st at 7:00 p.m. There is no decision yet if the congregation will be invited to participate. The Scholarship information has been published. The Commission may combine their scholarships with the one sponsored by the Knights of Columbus next year. Margie Velez submitted the Safe Environment Compliance Report to the Archdiocese. The First Eucharist celebration is on hold at this time. They are trying to develop a teaching curriculum on-line to help the children. However, some parents do not have access to computers. Marylou will be sending out information for registration for this fall.

Finance Council: Veronica Kelley

Since the shut- down, people who use envelopes and electronic giving have been good about donating. We are about \$76,000 behind in collections for this year’s operating budget. Next year’s budget will have to be increased by \$15,000 because of increased expenses. Since we shut down, we have not spent all the funds included in this year’s budget. We successfully applied for the Payroll Protection Plan and

received \$96,000. Funds are a loan to be used for covering our payroll. We will apply for the forgiveness of the loan when the information becomes available.

There is a Finance Council meeting next week to discuss the 2020-2021 budget. All departmental proposals for next year have been submitted for review. All employees will continue to be paid. Because of the Archdiocese's guidelines concerning the coronavirus and steps we are to take to help prevent its spread, adjustments will be made to the budget, including funding for the Breaking Bread books and prayer aids which will not be allowed in the pews, no wine will be offered because of the possible spread of the virus, and there will be a decrease in altar breads because of the reduced consumption. We may have to borrow money to finish the renovation. The Annual Catholic Appeal for 2019-2020 has been met. The ACA's goal for Holy Trinity is up from last year to \$132,643 and requests for ACA pledge donations has been sent out. 10% of the ACA donations are designated to a Parish Solidarity Fund which will be used to help parishes who have deficits at the end of their fiscal years. For the Archdiocesan "Call to Serve as Christ Campaign", the parish goal is \$950,000 to be collected over a three-year period. 85% goes to the pension and medical fund for priests and women religious and administration, and 15% goes back to the Parish for local needs if the parish exceeds its campaign goal.

Liturgy Commission:

Veronica Kelley

The Commission has not met but will have a Zoom Video meeting June 1st. They are discussing the changes needed to be in compliance with the Governor's Coronavirus order. All bishops in Washington have developed a plan that was sent to the Governor for approval which will be used by all parishes in the State of Washington. We need to keep up with social distancing in the future. Phase 2 limits the number of people to 50 parishioners, excluding organizational staff. Wearing of masks is recommended and will be required at Holy Trinity, use of hand sanitizers will be required, and only one person at a time will be allowed to use the bathroom. Collection of donations will be done after Mass. Communion will only be given in flattened hands at the end of the Mass. There will be no gatherings after church. Holy water fountains will be dry. There is concern for safety and respect for the Eucharist, which will be addressed. Because of contact tracing, people will be asked to provide their name and phone number and when they come to Mass. Masses, prayers, and homilies will be shortened in order to decrease the time people are together. Probably mass schedules will have to be changed because the church and restrooms will have to be sanitized and cleaned between Masses. We will continue to live stream the Mass for people who are not able or choose not to come to church. These plans are tentative plans and will be discussed at future meetings.

Social Justice Commission (SJC):

Lanny Ross, Diana Graff

They met in a Zoom Video meeting May 14th. The baby bottle drive is on hold or may be cancelled. They are considering requesting donations for pregnancy services during a food drive. The Commission is trying to collect signatures for Referendum 90 by June 10th and will conduct a drive-through signature drive on May 24th. Depending when school starts, they will have a school supply drive. The next meeting is June 11th.

Knights of Columbus:

Kevin Williams (reported by Mark Alcamo)

Their three food drives have been very successful. They collected almost \$13,000 in donations and 14,000 lbs. of food which was split between the Bremerton Food Bank and St. Vincent de Paul. Another drive is planned for June 28th. Other projects include scholarships, camp work parties, Tootsie Roll drives (usually in spring and fall). They are planning to coordinate food drives with other parishes to be held on the same day.

Campaign Leadership Team:

Lloyd Sandell

The "Seats and Feet" Campaign was very successful. Over \$288,000 has been pledged, with \$182,397 received. This includes \$64,665 from the Kitsap Great Give, and matching funds which have not yet been determined. The Capital Campaign has collected \$3,062,174, with pledges totaling \$3,573,630. Thus, there is currently a shortfall of funds in the amount of \$477,876.

Old Business:

1. Implementing Engaged Church & Stewardship/Discipleship Committee

Discussion: Forming Discipleship Committee:

The Committee's last meeting was held on March 9th. Contact with the Archdiocese has been postponed due to time constraints because of the coronavirus preparation. The group welcomed Virgie Carlson and was able to supply her with stewardship materials to read. The committee discussed a draft of its mission statement. Any changes suggested should be sent to Nancy for inclusion in the revised statement. They may possibly meet by Zoom in the future.

2. Priorities determined by the Parish Council members needing attention: TABLED

Highest priority

- a. Engage new parishioners in parish activities: Invite new parishioners to a social gathering to explain parish groups and activities. This should be by a handwritten invitation.
- b. Contact fallen away parishioners about returning to the church, in particular reaching out to those who have been divorced or remarried outside the church.

Lower Priority

- c. Reconvene the bereaved widows/widowers group. It was suggested that we investigate collaborating with the Star of the Sea group (Advertising update).
- d. Focus development of programs and activities for the 18-35-year old adults and the Latino community.
- e. Have church activities to engage families, parents, and their children.

3. Married Couples Retreat – Tabled temporarily

4. Pilgrimage Update – Nancy Koch

The September pilgrimage to Italy and Switzerland has been cancelled. The travel agency will probably return vouchers for refunds.

New Business:

1. Ted Leniszewski’s Retirement – Effective 6/30/2020. Holy Trinity will advertise the position in the Northwest Catholic magazine. The position description will be increased from 19 hours/week to 25 hours/week for the Administration of Facilities, Maintenance and Personnel position.

2. Leadership Discernment
We will not be able to have our usual Leadership Discernment this year. The Council and Committee members whose positions are ending this term are asked if they would be able to stay on for another year. Dan Anderson, who has completed his third term on the Pastoral Council, will be retiring.

3. Budget for 2020-2021 (see Finance Council Report above)

4. Annual Catholic Appeal (ACA)
The 2020-2021 ACA assessment for Holy Trinity is \$132,643 which is a \$5,000 increase over the 2019-2020 level. The Archdiocese bases each year’s goal on 1.25% of the total Sunday donations to the parish. If we reach only 90% of the goal, the additional 10% will be forgiven. If only 80% is collected, we will be required to pay 90% of the assessment.

5. “Called to Serve as Christ Campaign” to Support the Priests’ and Retired Sisters’ Medical and Retirement Campaign Fund
The “Called to Serve as Christ Campaign” will move forward this fall with Mark Alcamo and Karina Balen as campaign leaders. They will be soliciting volunteers to assist in the campaign. There will be a one-month period for the “ask” with the three-year pledge goal of \$950,000. If we do not raise the goal amount, they will accept 85% with 15% coming back to Holy Trinity. Any funds raised over \$950,000 will also come back to us.

6. Update: Finishing of Renovation Project George Kevins
George reworked the budget and with contingencies and inflation, created a new budget, which is \$3,324,000. We are \$196,000 short of the revised budget as of 6/30/2020. Painting is being done inside, with electrical work and the stonework around the baptismal font to be completed shortly. They will start putting in the floor and continue outside work on June 15th. The glass skylights and pews will be put in in July. After all interior is complete, a Voice

Evacuation sound test from the County is required. A final completion of the building is planned for August. Also, the shakes in front of the church need to be replaced and are included in the new budget. There is a concern about how to sanitize the new pews according to the Archdiocesan Coronavirus guidelines.

7. COVID-19 Concerns: Reopening of Churches for Public Masses – Plan from the Archdiocese (see Liturgy Commission report above)

8. Safety Issues – Active Shooter in Church (tabled until new Administrator is hired).

9. Future Meetings and Prayer Leader List

The next Pastoral Council meeting will be held via Zoom on June 19th with Carol Alcamo leading the Opening Prayer and Ingrid Spencer leading the Closing Prayer. The Executive Meeting will be held on Tuesday, June 9th at 10:00 a.m.

10. Member Concerns and Needs - None

Closing Business:

Next Pastoral Council Meeting is June 19, 2020 – 10:00 a.m.

Next Executive Committee Meeting is June 9, 2020 – 10:00 a.m.

Closing Prayer:

Nancy Koch for Dan Anderson