

**St. Monica Facilitation Team**  
**Virtual Meeting 10/21/20**

Attendance: Connie Chau, John Curran, Father Ray Fleming, Mary Fran Kolbuc, Meg Lute and Bob Passalugo. Absent: Best Batchateu.

Opening Prayer: Bob Passalugo (for guidance and grace abounding)

1. Approval of 9/16/20 Meeting Minutes: The minutes were approved unanimously

2. Parish Vitality during pandemic: The online parish offerings and inspirational messages have helped with communications and faith formation. Parish staff are monitoring the status of persons unable to attend Mass. The parish photo directory has been helpful because it lists e-mail addresses. The attendance at Mass for both Saturday and Sunday has been increasing slowly under the COVID-19 restrictions. The plate collections have been remarkably favorable with projections being met. Persons using parish envelopes and online giving have been steady, generous and dependable.

3. Parish Ministry and Activity updates:

- **Faith Formation**: Jessica Tette has conducted hybrid virtual and actual meetings following COVID-19 guidelines for Youth Faith Formation involving younger children and teenagers in separate groups. The youth participated recently in outdoor activities at Camp Stella Maris. She is assisted by other parents and adults.

- **Virtual Contemplative Prayer group** continues with Monday afternoon and Wednesday evening activities.

- **Westside Farmers Market**: The Market finished its growing season with a safe and successful series that retained its variety of vendors. Attendance and sales were down compared to previous years; however, simply providing a stable weekly food resource and neighborly presence were major accomplishments in themselves. The Market followed COVID-19 protocols consistently and shopper cooperation was exceptional.

- **Welcome Committee**: The committee has been unable to meet during the pandemic and had to cancel its planned social gathering activities.

- **Social Justice**: Advocacy efforts continue.

- **Buildings, Grounds and Safety Group**: The group's monthly virtual meetings address church, school, rectory and campus repairs and updates. See the *draft* minutes (awaiting approval) attached with e-mail FT minutes. Current projects under review include rectory window repairs, church window frame repairs, church stairway leading to boiler room and school building repairs.

4. New Business:

- The **Creation Stewards** ministry will plant a kousa dogwood blossoming tree on Sat., Oct. 25th following Mass as part of a *Tree of Memory and Hope* ceremony.

- **Wrap & Run** materials: Heat build-up in the rectory attic where the gift-wrapping materials are stored posed a safety concern. The parish has donated some of the unused materials to St. Peter's Kitchen and Holy Apostles parish for their respective Christmas gift projects. Research is underway by Lynn Fulmore to exercise good stewardship to facilitate donating the remaining items to a large local charity group that presents gifts to children throughout the year.

- **New Parish Maintenance Staff:**

- **Magar Property Care** is assuming the role of property management. This company serves westside Roman Catholic parish properties including the Cathedral, Holy Apostles and Immaculate Conception-St. Bridget's. **Kevin David** is the new Maintenance Supervisor for the St. Monica campus and is present on Thursdays. He is a member of the Buildings, Grounds & Safety Group. Basil (surname?) assumes the (Mon., Wed., Thurs. & Friday) maintenance role. In essence, St. Monica parish tells the property care company what to do. This new property maintenance approach will save money.

- **Church Disinfecting:** The St. Monica Church building is cleaned on Saturday at 2:00pm; on Sunday morning at 7:00am and again after the 9:00am Mass. It is disinfected on Monday morning.

- Need to verify DOR guidelines regarding face mask use by the presider at Mass.

- **All Saints Day:** there will be a creative socially-distanced rendition of "When the Saints Go Marching In" to engage all church-attendees.

- **Bulletin printing:** there will be review to ensure that there is minimal waste in terms of bulletins printed but undistributed.

Closing Prayer: The meeting closed with the *St. Monica Vision & Mission Statement*.

**Next virtual Facilitation Team meeting: Wednesday, November 18, 2020 at 6:00pm**

Draft Minutes submitted 10/23/20 jec