



**St. John the Baptist Mary Vianney – Parish Council Meeting Minutes
November 10, 2016**

7:00 – 8:00 Parish Offices

Preparation for this meeting

- Please read:** Previous meeting minutes and action items
- Please update:** Your action items or status of work in subcommittees
- Please do:** Note when the next meeting will take place (calendar of upcoming meetings attached). Contact either Kim McCarthy or Tess Mota in-between meetings with items of interest to discuss at the next meeting.

Council Members in Attendance

✓	Pat Bradley		Steve Lynch	✓	Tess Mota
✓	Pat Draper	✓	Kim McCarthy	✓	Melissa Robichaud
✓	Paul Lambert	✓	Jason Macari	✓	Fr. Ray Theroux
✓	Patty Lambrou	✓	Adam Mercier		

Call to Order

Prayer and Review/Approval of minutes (for both August and September)

Old Business - Updates

Continuing issues brought forward and updates from committees

- 1** Committee Reports:
 - Youth/Young Adult update/debrief on youth meetings and activities – Adam
 - Halloween gathering didn't materialize.
 - An email was sent to the group to determine if anyone was interested to do a meal on the 19th but we did find out that the Boy Scouts are doing a food drive, on this day, so we postponed this activity and will do it another day next year.
 - The youth will be helping at the Northern RI Food Pantry on December 16th from 6-8pm.
 - Fund-raiser movie nights are being planned. The first is scheduled for December 2, 5:30-8pm, grades 6 and under, and will watch the Polar Express and refreshments will be served, \$5 per ticket. The second movie night is planned for December 3, 6:00-9:00pm, grades 7 and over, and will watch Elf. It will be free to get in, but they will purchase their own snacks – pizza, etc.
 - The youth wanted to extend charity as a part of the movie nights, so have decided to donate 50% of the proceeds to Toys for Tots and the rest to the Youth Ministry.
 - The youth are continuing to look for ways to increase membership.
 - Youth member brought up the fact that public school system youth are in database and we are working to figure out how to get the parochial school student information.
 - CCD partnership – Adam met with the 7th graders in October and talked to them about what the youth ministry is doing and they seemed interested. They will meet with the classes once a month and look for candidates for the leadership committee and add more members. We will lose 4 leadership members at the end of the school year. We are also looking to have youth teach some of the CCD classes as well.
 - Youth Ministry meeting in the diocese. A youth minister in Bristol asked for assistance, and Adam is looking to possibly partner with her.
 - Next year plans are in the works for growth and activities.
 - Liturgy of the Word for children is something the youth were interested in. Pat suggested that they might also like to help with the Christmas Pageant.
 - Perpetual Adoration update – Jason



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- Construction is moving along, we are working on the design, windows and the pedestal for the monstrance.
- There was a concern about adorers dropping out because of how long it's taking for the chapel to be constructed, but we believe that they will continue to be engaged as we continue to talk about the renovation, and start contacting people to assign the hours.
- We have 250 people who signed up from St. John Vianney. We have 4 Divisional leaders. Two have come from St. Joan of Arc church and will cover noon-6pm and midnight-6am. Two are from St. John Vianney - Maureen Parmenter will cover 6am-noon and Tess has 6pm-midnight.
- There is a youth ministry at St. Joan's and they asked about potentially partnering with us to get a group together to go to Steubenville East in Lowell next summer.
- Once we get our original list assigned, we will go to other churches to see if we can get more adorers.
- We are approaching scheduling to get 2 adults for each one hour slot. There are people who want to do one day a month, which is fine, but once we have all of our hourly slots filled, anyone can come in, any time, any day.
- We are currently doing this scheduling manually using Google Sheets, but will eventually move to an electronic system. This will not only make it easier for those in charge of scheduling, but also for those who do want to schedule a time to go in an ad hoc fashion. We will need people on substitute lists as well that people can sign up for.
- Adam brought up the fact that there are some from the youth group who would like to sign up for adoration. The idea is to have them go two at a time and the also involve confirmation and other CCD classes.

Annual Event update – Fall Family Festival – Patty

- Everyone who volunteered did their part and we feel it was a success. We made \$292 so we didn't cost the parish anything. The spirit of the day was wonderful. People who didn't know each other came to know and work with each other. It was a wonderful bonding experience and built community.
- The call for volunteers was incredible, and they all pitched in whole-heartedly.
- We had a follow-up meeting of volunteers and received feedback on what went well and what we would do differently. We also tallied up the tickets that were at each booth where things were purchased so that we know what was popular and if we need to change anything. The petting zoo and pony rides were an expense but the kids love it. The fire truck being there was good, that also built a community feel. The fire-pit at the music tent also added to the ambiance.
- Many volunteers are planning on helping again next year, and people who enjoyed the day said they would volunteer next year.
- Date for next year is Saturday, October 14, 2017. A recommendation was made to post pictures from this year on the website and add a save-the-date for next year.

2 Parish Engagement update; Watoto Choir – Melissa

Three events coming up:

- The Light Behind the Windows film showing at 4pm and 6pm at Cinema World this Sunday – 400 people coming. We have 20 tickets left which we can give out at Masses and at the door if we have any left. A couple of people will be needed as greeters for the 6pm.
- Ministry Leader meeting is on Wednesday – Fr. Ray and Paul are sharing with the group, each ministry is going to provide a short description of their ministry, Kim will talk about the Council and Denis will discuss the website and what is available to them to help promote their ministry.
- January 14-15 are the dates for the Ministry Fair. There was an idea to have some youth to help watch kids while their parents go through the ministry booths. We will try to get as much donated for the refreshments for this day as we can. There is a retreat tonight and Patty suggested that the water and soda from the retreat can be shared for the ministry booths.
- We may have another showing of the film at the church, especially for the seniors who could not drive or make it to the theater and for some who could not make it on the two days we showed it in the theater.



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- 3** Christmas Adopt-A-Family program update – Kim
- We talked at our last meeting about potentially sponsoring families and Kim spoke to the head of St. John Vianney’s Help for the Needy ministry stated that he didn’t think it would work for this year because this is part of what they do. He is looking to boost membership in his group and is also excited about the Ministry Fair. So, we will work on this for next year.

Discussion/New Business

Summary of Discussion

- 1**
- George DeCotis, Parish Accountant, was invited to the Parish Council meeting to discuss the parish budget and the process for the Council to request funds when needed for parish activities. George stated that there is an overall parish budget which is based on the previous year which needs to be submitted every year to the diocese. All activities should break even as a general rule. All of the activities that were conducted thus far related to the Parish Council was put into a profit/loss format and shared with the Council. Everything that was done this year, as a whole, the parish council has shown approximately a \$400 profit that can be accessed for parish activities going forward.
 - George would like to know beforehand, as much as possible, what we’re doing and if we think we will break even or not on any particular activity.
 - Without having a budget it’s difficult to determine what we can and cannot do. George stated that small expenditures of a couple hundred dollars is fine. Larger endeavors should of course be discussed.
 - Regarding the chapel - some costs have been incurred as a result of moving the vestments and needing a storage cabinet to be built to house them as well as the removal and purchase of a new safe. This cost is estimated at \$5300.
 - Paul stated that some money was already raised in regard to the chapel, as some of the brass rail that was removed from Mt. St. Rita’s Chapel was recycled for a return of \$1463. If we install four stained glass windows in the chapel, we would be looking to get donors to sponsor these windows (a couple of themes have already been discussed, Divine Mercy and the Prodigal Son). In the process we will also have new aluminum thermal paned windows installed which improves the room and will be efficient. In terms of the rest of the expenses, Paul was thinking of a two-part fundraiser – the first part would be a presentation on a weekend showing what has been done thus far – all the labor that has been done and show the rendering of the room and the new monstrance, etc. and ask that if this is valuable to parishioners to have this beautiful place to pray, that they donate. The second part, we could put a donation link on the website. John O’Neil suggested the possibility of creating a brick walkway – we need one anyway from the parking lot to the outside door. Tess mentioned that this is a nice fundraiser and \$150 seems reasonable, as her cousin is the Executive Director of the All Newton Music School and has done the same there. John said he would be willing to handle this.
 - Jason looked at the Veteran’s Memorial in Woonsocket and mentioned that many of the stones, etc. were donated.
 - Fr. Ray believes that once we ask for money for the chapel that we will likely get more than we need. If we need to sell bricks for a memorial walkway, we could keep the brick fundraiser as something we could use if we need to.
 - Adult faith formation is coming up next year and we just wanted to make sure that we keep costs in mind because we do want to be able to subsidize things when we need to. George stated that for something such as faith formation that won’t be a problem. The parish would subsidize costs as needed and reasonable for the activity.

Adjourn

Next Parish Council Meeting is on December 1st