**Newman Hall – Holy Spirit Parish Council Minutes *DRAFT***

October 13, 2020, 7:30 – 9:00 pm

Attendees (Virtually): Fr. Ivan Tou, Amanda Wehrman (Chair), Bob Gannon, Frank Rockwood, Jimmy Chim, Jimmy O’Dea, Kimi Hebert, Ned Niccolls (Secretary), Sam Cabrera, Thuy Nguyen, Youali Ramirez

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| 7:30 - 7:35 | **Opening Prayer** (Ned) |
| 7:35 – 7:40 | **Adopt Minutes from September**  Adopted corrected minutes |
| 7:40 – 8:40 | **Pastor’s Updates** (see also Fr Ivan’s complete Pastor’s Notes; highlights and discussion/responses from the PC members follow)   * Church response to COVID-19 * Connect program   + Those in the council that have participated in the program are positive about it. Jimmy C suggested that more flexibility would be helpful. He suggested perhaps there could be a way to opt-out. Or perhaps Connect every other week. * Refugee family: One of the girls is now married. They moved from Oakland to Hercules. They now all have jobs or are students—this is a success story. * Finance/budget update   + We are running a deficit, but September was good. October was also good. The pattern is about the same as for other years. The recent uptick in funding may also relate to Fr I informing the congregation of the deficit. The $29,000 YTD deficit does not include the $16,000 PPP loan.   + As noted in earlier minutes, the new parking light was installed in a corner of the lot such that the light shined toward apartments. To rectify that problem, we now have a new parking light which will be installed at the other end of the lot, aimed away from the apartments.   + Our refrigerator is still a problem. The seals were refurbished but the refrigerator is still not functioning well. Looking at other options.   + One of the parishioners is doing pro-bono small architecture work (a door, glass doors to patio, etc., see Fr Ivan’s notes for more details). Frank asked about the Café idea…that has been put on the back burner but perhaps the pro-bono architect could help. Thuy suggests putting the Marian shrine in the “pool” area to minimize Covid concerns.   + Outdoor Mass attendance had been low (perhaps due to low air quality), now up a little. On-line registrations have been lower recently (about 180-190, versus sometimes 300 in the past).   + There is still lots of activity at Newman, such as: the Student Ministry Team is moving along; the Rosary group is still active, and the Media team continues to update our systems.   + Fr Ivan asked us to spread the word about the 5:30PM October 17 virtual gala for the new Paulists house. During this event the Spirit of Hecker award will be given to JC. Bob G: people may want to know where the money is going. Fr I replied that the biggest part is the Paulist House, but also want to shore up the retired priests fund, and the Busted Halo effort. Any extra money will help with old NYC structure repairs.   + Fr I noted that Bishop Barber attended Isaac Orton’s memorial. The Bishop loves JC and his work. The Bishop also liked the patio for the outdoor masses.   + Fr I noted that many of the students are careful and thoughtful when dealing with sensitive or divisive issues—they are models for the rest of Newman.   + The wind tore down the large Black Lives Matter sign. There has been no complaints that it is gone.   + Amanda noted she is trying to understand where we are with Critical Conversations (several PC members had the same question). Fr I noted that last week there was a session on ballots and the slides will be discussed at Elders Meeting the day after this PC meeting. There is a need to improve communication as to what is coming.   + Amanda’s summarized the Core Values that the PC developed in recent meetings. These will help guide us in future decisions. Bob stated: “We will not get what we want if we are not what we want” (e/g., open-mindness). Fr I agreed, we need to be a catalyst. There was general discussion about their use regardless of any potential reconfigurations:     - Community     - Grow in our Faith     - Catalyst of Healing and Unity     - Serving our students and missionary   + Fr I: We are here to support the students; but (also) for the care of the poor and needy.   + Ned asked about a succession plan for JC. Fr Ivan noted that JC is looking for a replacement.   + Fr I: Finance and salaries. The Finance Council is active on this. There was PC discussion on costs and what might be done. Fr Ivan noted as an aside that Newman is not good at sending out “Thank You” letters promptly for donations.     - Amanda: likes how Fr Ivan and the FC threads the needle of being fiscally responsible but also strengthening the core needs and values of the parish.   + Other ideas that go beyond finances:     - Bob: how about Zooming with another Paulist community, sharing Best Practices.     - Sam--Had a core meeting with Newman Graduates. There will be another Fellowship Meeting. Overall, Sam thinks it is about as good as it could be given the circumstances.     - Thuy—a student-led choir could be very good; Thuy sent Fr Ivan a list of candidates.   + Amanda: Back to Core Values—asked that as Fr Ivan lays out the core values, what can PC do to help? Fr I said perhaps give the parish the opportunity to provide feedback via the PC. Maybe also a follow-up Zoom.   + Sam likes the way the core values are presented, and why these values are important. Jimmy C agreed that the categories are good while realizing that text is needed. Maybe also use the Core Values to help shape the PC meetings…maybe start the meeting with some points of the CV’s.   + Amanda loves the idea to discuss the parish reaction to the CV’s at the next PC; and perhaps a Zoom meeting. |
| 8:40 – 8:55 | **Core Values Brainstorm**   * How to use these core values as we move forward: discussed above. |
| 8:55 – 9:00 | **Future Agenda Items** |
| 9:00 | **Closing Prayer (Jimmy C)** |

**Next Meeting:** Tuesday, November 10, 7:30 – 9:00 pm

Purpose of Parish Council (*adapted from Feb. 2020 meeting discussion*)

* **The Parish Council is an advisory body.** Our primary purpose is to support and advise our Pastor.We are the collective voice of the Parish community, sharing feedback from the community and providing advice on pressing issues of the day.
* **The Parish Council is a strategic body.** Our job is to look at the big picture and evaluatewhether we are on track as a Parish. Are there ministry needs not being met?
* **The Parish Council is an active body.** As appropriate, we can volunteer to take on tasks that need support beyond staff capacity. However, Parish Council meetings are not designed as working meetings; rather, to ensure sufficient time to carry out our advisory and strategic roles, action steps should be assigned and acted upon outside of Parish Council meetings.

Ground Rules

* **State views and ask genuine questions.** This enables the team to shift from monologues and arguments to a conversation in which members can understand everyone’s point of view and be curious about the differences in their views.
* **Share all relevant information.** This enables the team to develop a comprehensive, common set of information with which to solve problems and make decisions.
* **Use specific examples and agree on what important words mean.** This ensures that all team members are using the same words to mean the same thing.
* **Explain reasoning and intent.** This enables members to understand how others reached their conclusions and see where team members’ reasoning differs.
* **Focus on interests, not positions.** By moving from arguing about solutions to identifying needs that must be met in order to solve a problem, you reduce unproductive conflict and increase your ability to develop solutions that the full team is committed to.
* **Test assumptions and inferences.** This ensures that the team is making decisions with valid information rather than with members’ private stories about what other team members believe and what their motives are.
* **Jointly design next steps.** This ensures that everyone is committed to moving forward together as a team.
* **Discuss undiscussable issues.** This ensures that the team addresses the important but undiscussed issues that are hindering its results and that can only be resolved in a team meeting.