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

April 13, 2021, 7:30 – 9:00 pm

Attendees: Fr. Ivan Tou, Amanda Wehrman (Chair), Bob Gannon, Jimmy O’Dea, Linda Safarik-Tong, Kimi Hebert, Ned Niccolls (Secretary), Thuy Nguyen, Lina Gannon

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| 7:30 - 7:35 | **Opening Prayer** (Ned: Celebrating Resurrection) |
| 7:35 – 7:40 | **Adopt Minutes:** Adopted |
| 7:40 – 7:55 | **Core Values Follow-Up*** Review of drafted materials and next steps for communication
* Fr Ivan: We will promote them on the web site and get the word out. The community seems to be very agreeable. We can make adjustments based upon any comments that come in.
* Bob: we worked it for months….we have done what we need to do, we just need to get the documents out. I do like the idea of having a prayer card.
* Lina: On that note, I talked with Vincent and others about it. (Lina showed visuals of what the card could look like). The PC loved it. Lina noted that others can determine what should go on the back of the prayer card. Bob noted that this need not be the last iteration…we could have new cards over time (“collector’s items!”).
* Amanda and all agreed to send the documents out as they are now and do any find tuning after we hear suggestions from the community.
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| 7:55 – 8:20 | **Reopening Plan*** Discussion of preparations needed to welcome back parishioners – messaging, continued safety protocols, special events, etc.
* Fr I: We expect there will be a good number of people returning in the fall. It was interesting to see that when we moved some of the celebrations indoors we did lose some people; there is still some hesitancy.
	+ When we physically gather in the Fall, do we want to do some sort of celebratio? (PC agreed that is a good question….)
* Bob: Wants to keep Zooming. Many people come (virtually) from afar for over a year; we would hate to lose them. We recognize that it takes effort. Fr. Ivan: we will continue to Zoom, especially for the home bound.
* Lina asked if the Bishop would require a physical gathering. Fr Ivan reported that the Bishop is being cautious and still giving the dispensation (not to require physical presence indoors). Bob noted that theologically the Vatican advises we must have regular gatherings, but with flexibility.
* Jimmy O: it is a great idea to mark the return and resiliency of our community…but maybe not a one-off event because people could have different levels of comfort. We might have another wave in the Fall. An example of something we might do is to have a board where there would be pictures and names of people as they came back. And maybe give out prayer cards as a token. (Bob: could we have the prayer cards done by September? Fr Ivan: yes, no problem…)
* Ned: Jimmy, I think your idea is brilliant, you (we) would be doing several things at once—as people arrive over a period of weeks their pictures show up on the board…Yvette and I have always thought getting names to faces is important and this would be a big help. Adding the prayer card is cool.
* Amanda: likes the idea of a sustained celebration. People will be gradually rolling in, even into the Fall. Need to still have people comfortable through leveraging such as the outdoor patio. Or perhaps there are ways to have smaller groups. We can also leverage our smaller groups to join in on the celebration, in smaller spaces where people feel comfortable.
* Bob: There are natural sub-communities in Newman. Maybe we can encourage people to have celebrations in prayer meetings, smaller groups, as part of a larger community. You could have a larger celebration once a month…. basically, how do you incorporate the smaller groups into the larger community.
* Fr I: Maybe groups like WOW or Emmaus could have a celebratory gathering when they reconvene physically. Maybe we could come up with a ritual for the groups as they regather. A major event like the picnic is a big deal (logistically) and some people may be left out. I am thinking perhaps we could have a large patio event where the groups gather. Would people feel left out?
* Bob: I think this involves education. After the people have the shots, they are extremely safe, and so there is an education aspect that once we are vaccinated, we are safe (to gather).
* Amanda: Fr Ivan, is there also a concern that those people who have been involved via Zoom would be left out? Fr Ivan: No, the only concern is that some people will not feel comfortable coming back and so they may feel left out. Amanda: we will need to message properly. It would be nice to have some of the virtual things that have been happening also have an in-person corollary, such as the CONNECT people get together and celebrate.
* Ned: Perhaps building off that….what if, we could have a monthly dinner or some gathering involving all the masses. If we did that once a month, it would tone down the big celebration aspect a bit so that people could come as they gained confidence. We could message it that we are going to have a gathering to celebrate, but it is not going to be the only one. We would have to see how many show up.
* Fr Ivan and all tossed in ideas…Bob noted that for the reasons given above, the Picnic could be a Spring 2022 event. Fr Ivan: you need energy…likes the idea but it might dwindle with monthly dinners. Amanda: one might tie the dinners to the liturgical calendar.
* Lina: Maybe every feast day? (Lots of feasts!). Fr Ivan: maybe instead of a monthly dinner, we have a dinner after the 5PM mass once a month. Lina: logistically, who would be in charge? Let’s see who shows up….
* Amanda: this might be an opportunity to reinvigorate or recruit in new ways. We should figure out what are the “asks” we are posing.
* Jimmy O: Wondered about the logistical challenges, but does like the idea of a glorified Coffee and Doughnuts, perhaps on the patio…
* Bob: Lina brought this up, where is the Bishop and CDC going with all of this? And we need to warn the folks this is coming, and we are going to have bigger things in the Fall. The main point here is that we are warning the parishioners what we are doing three months ahead of time. The more that we say it is OK, and we are going to do it in future months…the more people will be comfortable. Amanda: yes… Fr Ivan, it is so good that you are raising this now, well in advance. And the summer can be a bit of a trial run as people trickle back.
* Fr Ivan: Hopefully everyone will get the vaccine by summer…. Something simple may be the way to start.
* Ned: Need to get the structure in place a month or two before the event.
* Linda: I like the idea of a first step being a glorified Coffee and Donuts. What would be a “glorified Coffee and Donuts”? (Fr Ivan suggested a Costco cake….Ned: “Yay!”). Linda: perhaps some activity. Ned: good point, and so it may make more sense to have it on the patio versus just the table in the lobby. (Later thought by Ned—however, that might lose people as they escaped out the door…)
* Fr I: I think that is a good plan. (Some discussion about current lack of a social committee). Amanda: a good start, we have time to evolve our thinking.
* Fr I: we can have as much as 50% indoors, but we plan to hold masses outside for a while. Any suggestions as when we go inside? Bob noted that people like the outdoor masses.
* General discussion: There is simply not as much room on the patio as there is on the inside; only 96 outdoor seats (could be more with less distancing). We will likely bring back the 10PM mass in the future.
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| 8:20 – 8:35 | **Parish Council Recruitment*** Timing of recruitment efforts
	+ Noted that:
		- Amanda will step down from her PC chair post (the team had coerced her to a fourth year of service, but she truly must move on now due to additional commitments).
		- Kimi will likely be stepping away also due to new commitments.
		- Lina is graduating but she will remain on the council.
* Full process, or something more targeted?
	+ Amanda noted that we had grown the council a couple of years ago. The Pandemic paused recruiting efforts. Fr Ivan: we do need to think ahead.
	+ We need to have some staggering so that there is not a wholesale turnover. Some current members may need to stay on to help new PC members. We need to consider now how to bring in new people.
	+ Amanda: are we going to take a summer off, as done in the past? Fr Ivan commended that this council has been non-stop for the past two years.
	+ Linda: we probably will want to meet in July in preparation for the the Fall. Therefore, if we are to take on the summer off, it makes most sense to take off June. After consideration, Fr Ivan and the PC agreed.
* New Chair
	+ Bob asked: what are the roles of the chair?
		- Amanda responded that it takes roughly 6 hrs/month:
			* Set up the meetings and agenda with Fr Ivan
			* Attend separate meeting (PC + FC chairs + Fr Ivan)
			* Assume the role of PC point person
			* (Fr Ivan also noted Amanda helped set a vision)
			* Amanda will be happy to talk about it with anyone interested.
	+ We will reflect, and can have one-one conversations, Amanda willing to talk with folks. Fr Ivan will bring us together on this issue.
	+ The PC meetings are open. We can suggest to those that might be interested to attend a meeting. The current PC was result of trying to reflect the parish diversity, genders, greater student participation. The next year (this Fall) we will have a process for recruitment.
	+ Amanda noted it has been a meaningful and an honor to serve as chair. She encourages PC members to strongly consider it.
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| 8:35 – 8:55 | **Pastor’s Updates*** Finances are pretty good. Income up a bit from last year. We are almost exactly in balance.
* Bishop’s appeal came out very well ($51,000 vs $39,500 target). Will send the overage to Diocese to help pay down our debt to the Diocese.
* Amanda will be on the Diocese Committee to help focus on the Diocese mission in a financially sound away. There will be challenging decisions.
* Key issues: staff well-being, and parishioner well-being. The seniors especially are coming back after the vaccine and are comfortable with the protocols.
* The priests are very busy. (Fr Ivan needs money counters. The business manager is not allowed to participate per policy. Linda and Bob volunteered).
* Amy’s plate is full, and she will have bulletin responsibilities when that is reinstated. She records donations and sends letters to donors but that might be delayed.
* Amanda pointed out that Fr Ivan should continue the weekly email update—it is valuable, and it reaches a different audience. The weekly update could be shorter and linked to the bulletin.
* Eric is leaving us on April 28….we need producers. Kimi pointed out that the producers also want to go to masses themselves. Fr Ivan acknowledged that we need to do better job recruiting others to help.
* Amanda: Need to figure out how to frame the “asks” especially as people come back over the summer as to how to do staffing with limited staff.
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| 8:55 – 9:00 | **Future Agenda Items** |
| 9:00 | **Closing Prayer** (Kimi: Pray for help, Grace over our daily lives, and foster community where your Love is shown…) |

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.