

Newman Hall - Holy Spirit Parish Council Meeting Agenda
August 3, 2021 7:30 – 9:00 pm

Attendees:

In-person, masked: Linda, Jimmy C., Youali, Thuy, Ned, Alfreda, Bob, Fr. Ivan

Virtual: Josh (first meeting on PC!), Frank, Fr. Steven, Jimmy O.

7:30 – 7:35 **Opening Prayer (Newman prayer card)**

7:35 – 7:40 **Adopt July Minutes**

- Jimmy C. incorporating feedback from Fr. Ivan

Assign note taker for this evening's meeting

- Jimmy O.

7:40 – 8:10 **Old Business:**

To celebrate “re-opening” or not given pandemic circumstances

- Have a plan, but be ready to pivot/scrap pending COVID
- When: Sunday after Labor Day, Sept 12 after 8am and 10am Masses
- What: coffee and donuts
- One parishioner mentioned uncomfortable with coffee and donuts even outside
- Beautiful poster for parishioners to sign; poster only could be an alternative if COVID is bad
- **Next steps:** Linda volunteered to be point; Bob will connect Linda with Howard and Kathy who can likely help

Loaves and Fishes leadership

- Do we need to form a board to help set policies and provide long-term vision/planning? Consensus was yes and that it should be comprised of active L&F volunteers
- Currently no policies for decisions (e.g., how much to spend on dinners, backup plans if key volunteers unable to attend)
 - o Spending currently limited by balance of bank account and fundraising pushes
- How is Catholic Workers organized? Just JC (they should probably have a board too!)
- **Next steps:** Fr. Ivan will suggest going forward with Board to Joe

Postcards with art

- Enthusiasm around art coming from students
- Needs someone to lead; SMT committees have vacancies, so taking on new projects could be tough
- This could be a fun welcome week activity, e.g., chill and draw, perhaps that leads to postcard; another organization does a water coloring booth during welcome week that students can choose to submit their doodle to
- Could we offer a financial prize for winner of a competition?
- **Next steps:** Josh will be point

8:10– 8:30 **Newman Receptionist/Building Hours**

- Should they be reduced?
- Considerations:
 - o Providing place for people to pray at will vs.
 - o Financial considerations (receptionists are often not being utilized, i.e., mostly doing homework) vs.
 - o Receptionist and building safety (i.e., receptionists often alone; bathrooms can get trashed by guests)
 - They mentioned they have a method for feeling safe through some combination of window and door security measures
- Fr. Steven: people come by every day, unannounced, for pastoral needs
- Could hours on be reduced? Students come in PM;
 - o Could wait to open building until mass
- Appointments could happen anytime still
- **Next steps:** stay open from 9-9 for now; talk about again at October Parish Council meeting

8:30 – 8:50 **Pastor's Update**

- **Need music help**
 - o Colleen's recovery going slow; will do 8am and 10am when returns
 - o Rob can continue covering AM mass; will just do 10pm when Colleen returns;
 - o Desire for someone to build out choir for 5pm mass, student focused
 - So much talent in our community;
 - SMT thinking about a small group for musicians, self-formation; see where that goes
 - Bob has talents; Josh has talents! Create space for musicians to let people gather without much of an agenda; COVID doesn't help people's willingness to gather;
 - Could be a patio gathering/jam
- **Non-Violent Peacemaking**
 - o Group is aging
 - o Alan taking over leadership
- **JustFaith group**
 - o Starting this group could revitalize our Social Justice ministries
 - o No one on Parish Council jumped at opportunity to lead this (yet!)
- **Paulist leadership visiting Newman September 23-27**
 - o This visit occurs once every four years
 - o Leadership will be interested in how our parish is doing on evangelization, reconciliation, and interfaith dialogue as well as promoting Paulist vocations
 - o They will want to meet with Parish Council during that window; we will pick a date during our next meeting
- **Future Staffing (only 2 full time staff now)**
 - o Looking into full time business manager
 - Would be someone that pays bills; manages collection; purchasing; coordinates ministries; goal of this position is to take load off Fr.

Ivan's plate

- Challenge: could be a higher salary expectation for this position than we can afford unless at beginning of career or already retired
 - This role could be a starting point for a recent graduate to develop a leadership role in the church, e.g., position at Yale; recent graduates could also be high turnover
- We pay Berkeley minimum wage (\$16.32/hour) but this is below the living wage for Alameda County determined by MIT (\$21.88/hour);

8:50 – 9:00 **Anything else?**

- Hybrid Parish Council meeting format (i.e., some members virtual and some remote) challenging but we still did ok tonight
- Next meeting: Sept 14, full virtual/Zoom
- Alfreda and Bob will miss next month's meeting

9:00 **Closing Prayer (Fr. Al's prayer)**

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 evaluate whether 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.