

Holy Family Pastoral Council

December 28, 2016 meeting – Report to Parish

I. Deacon King started the meeting with an Opening prayer at 6:05pm

II. Members in attendance: Present Absent

Fr. Lawrence	x	
Deacon King	x	
Bob James		x
Don Schuster	x	
Guy Guerin	x	
JoAnn Worley	x	
Fausto Gurrusquieta		x
Melva Knox	x	
Carolyn Marty	x	

III. Agenda

The agenda for this meeting (copy attached) included two topics as Old Business and eleven items as New Business. The meeting agenda order was modified to allow two guests from the Finance Council, Sharon Forsyth and Michael Devault, to lead the discussion for agenda items 4 and 11/12 at the start of the meeting.

IV. Old Business Discussion

1. Don Schuster has tested the electronic equipment used for religious education and found two VCRs and one DVD are still functioning. The Council approved the purchase of a new flat screen TV to replace the damaged TV.
2. More information is required to finalize the purchase of the bound music holders for use by the choir.

V. New Business Discussion

1. The Pastoral Council reviewed the November 21, 2016 Financial Council meeting notes and updated the Council on the progress made on insurance coverage for our property/assets. More of the discussion will be covered under agenda item 4.
2. The pastoral committee discussed the visits to the last two sites, Malakoff and St Matthews in Longview. Both Pastors were very helpful in providing information that was very useful in our effort to create a Masterplan for the parish.
3. Don Schuster presented a new Parish Masterplan drawing including the site layout, new facilities, the Church building expansion and, as requested, the addition of an Adoration Chapel. After reviewing this layout it was recommended that the staging of the Masterplan be depicted in four stages. The Masterplan will incorporate the use of four phases and provide more definition, including square footage, to the multipurpose building. The Council will speak to property owners on FM 849 to determine flexibility in considering site layout.
4. Ms. Forsyth presented to the Council the proposed format for the 2016 Annual Parish Report and the forecasted 2017 Budget. The Council discussed several line items on both reports and gained a better understanding of the content contained in the reports. The Council approved the format and layout which will be presented to the parishioners at all the masses on the weekend of February 4-5.

5. The Council secretary continues to obtain the church ministries' meeting/special events calendars. It was agreed that the Council secretary will be granted access to the Parish website and place the ministries' data on line. In addition laminated copies will be posted in the parish hall.
6. The arrangements for the Holy Family Patron's Day event were finalized for December 30th after the special 6:30pm mass.
7. The new youth coordinators have received the required diocesan training and have met with the Diocesan Youth Ministry Coordinator. The first youth meeting is scheduled for January 6, 2017 in the parish hall at 6:00pm. Rocio Martinez will be the contact person for our youth ministry.
8. The Council discussed holding more parish wide community gatherings and will investigate the possibility of holding a spring picnic at Pool Park.
9. The Council is considering creating annual appreciation dinners for parish advisory bodies, ministry heads /secretaries, etc. The Council will investigate potential dates for these events.
10. The Council will develop a list of parishioners who reside in Lindale and Hideaway but may be attending other parishes. Efforts then can be made to encourage them to resume attending Holy Family again.
11. The Finance Council's Michael Devault presented information on the condition of the parish files and archiving system. He has created a Record Filing and Retention System for the parish and proposed acceptance by the Pastoral Council. The Pastoral Council found the proposed new system to be more than adequate for use in the parish and supports full implementation. The Council will provide assistance to Michael Devault in incorporating the files in storage into the new system.
12. The Council discussed consolidating the parish sacramental registers and agreed that the registers should be consolidated and the filing process improved.
13. Other New Business:
 - a. A request was received from a parishioner to rent parish tables and chairs for use at an outside facility. The Council agreed not to rent the tables and chairs for use offsite but did agree do allow usage of the Parish hall with the tables and chairs for a donation.
 - b. A request to consider a second Christmas Eve vigil mass instead of the traditional Midnight Mass was proposed due to low attendance. This was discussed considering different mass times which include creating an earlier children's mass, e.g. at 4:00pm and another vigil mass at 8:00pm. It was agreed to reconsider these changes closer to the end of the year.

VI. Father Lawrence led the closing prayer

VII. Next Meeting: February 7, 2017 at 6:00pm in the Parish hall.

VIII. Adjourned: 9:40 pm