

**OLPH Parish Pastoral Council
Meeting Minutes
May 18, 2020 via Zoom Conference**

PPC members present:

Fr. Jerry Boland	X	Mark Cullum	X	Steven Schmidt	X	Cindy Moody	X
Fr. Nick Kostyk		Tim Daniels	X	Tom O'Brien	X	Bob Pirsein	X
Fr. Patrick Kizza		Laura Flentye	X	Susan Logan	X	Mike Wycklendt	X
		Maria Grable	X	Tom Monticello	X	Mark Ruchniewicz	X
		Marti Guerrero		John Nicolau	X	Lisa Salemi	X

PPC Mission: OLPH is a family of believers in Christ who strive to live according to his teachings. We take as our mission in the world the living out of the Gospel of Jesus.

Opening Prayer offered by Laura Flentye

Introductions

Bob Michels introduced members of the Finance Committee to the PPC, including the role and subcommittees they serve on. In turn, Maria Grable introduced members of the PPC and their respective roles.

Update from the Pastor

Father Boland highlighted the importance of the both Councils and his gratitude for all the leadership the Councils provide to the him and the parish.

Father shared that this past weekend the Cardinal issued a statement on the reopening process. Under the statement, each parish must establish a Reopening Task Force that needs to be trained as there needs to continuity across Chicago to ensure everyone's safety. Father anticipates that the process will be methodical and laborious, and is grateful to have Jim Dollard serve as the Chair of the Task Force along with other members of the parish administration participating.

Before any reopening of the church, Father shared that the parish will be need to demonstrate that its protocols meet the Diocese's certification process. The first phase of reopening will include weddings, funerals, baptisms, and confessions with a limit of 10 individuals in attendance. Phase 1.A would allow the church to be open for a few hours each day; however, there can only be 10 individuals in church at a time and the church must be completely disinfected at the close

of each day. Father's initial thoughts are that services will remain in the Lady's Chapel because it's more manageable to clean and would provide a better, intimate experience. There will be an online reservation process and the church will have masks available for those who need them as masks will be required to attend services. Phase 2 of reopening would include public masses; however, the Diocese has not set a date for that yet nor discussed any parameters. Phase 3 would include public masses open to larger groups of people, possibly under the Governor's orders, capped at 50 people.

Father shared that a large portion of the Reopening Task Force's work will be training ushers and greeters to ensure compliance with social distancing mandates and masks requirements. The Reopening Task Force is scheduled to meet tomorrow and Father hopes that the parish will be certified by next week to enter the first phase of reopening.

Father stated that the priests at the rectory remain in good spirits. Father Nick is in his fifth year of priesthood and the plan is for him to travel to Ukraine this summer to study the Ukrainian Catholic Church. Father has an open application for an Associate Pastor to replace Father Nick; however, all of those decisions have been put on hold due to the pandemic. Father also asked that his required sabbatical be postponed. The sabbatical was scheduled to begin February 1, 2021.

Parish Council Report

Maria Grable provided an overview of the PPC's role and the three areas that the PPC focuses on: (1) an advisory role to Father, (2) be an accessibility point to the ministries, and (3) be an advocate for the future vitality of the parish through goal setting. Every year the PPC supports the ministry leaders and engages the parish through the Annual Summit. Ms. Grable also shared the PPC's Centennial goal of assisting St. Catherine's with adoration hours and the PPC's involvement with our Renew His Church grouping and their councils. Ms. Grable also shared that current members will remain on the PPC until replacements can be interviewed in person.

Deanery Update

Laura Flentye gave a brief overview of what other parishes are doing to maintain parishioner engagement during the shelter-in-place order.

Finance Council Report

Bob Michels provided an overview of the Finance Council's role, the goal of their monthly meetings, and highlighted individuals responsible for primary roles. Generally, each month the Finance Council provides oversight on the Capital Campaign, tracks the rollout of the electronic giving program: Give Central, and reviews the administration of the Needy Family Fund and the Queen of Hearts of Raffle.

Mr. Michels provided a summary of the effect that COVID-19 has had on the parish's revenue. By example, he shared that the playdium typically generates revenue from rentals but because of the shelter-in-place restrictions, that revenue has been suspended. Another source of revenue for

the parish is the parish school's after school care program and that program too has been suspended.

On a positive note, Mr. Michaels shared that the collections from March and April are not experiencing a significant downturn and are holding steady. Additionally, there has been some decrease in expenses; for example, need for basic supplies such as paper towels are down, and garbage pick-up has been decreased along with some other maintenance measures. Overall, in the short term, Mr. Michels shared that there have been negatives because of the pandemic and the shelter-in-place order but they have been manageable, particularly, because the parish was approved for and received the Payroll Protection Loan.

Mr. Michels explained that the parish's fiscal year ends at the end of June, and YTD revenue is above where the parish was in 2019 at the 10 month benchmark. However, Mr. Michels stated that offertory revenues are very erratic depending on the month, which explains why at times Father Boland has had to ask for "catch-up" collections. In summary, Mr. Michels shared that the parish is in good financial health as year-over-year the parish revenue has been up. However, he stated that with all the uncertainty about the parish's reopening, the Finance Council remains very judicious about expenditures.

Mr. Michels also shared that the school too is in good financial condition, and that the budget was recently finalized. However, the school's budget remains a little uncertain based on enrollment projections, anticipated additional cleaning expenses, and other possibly mandated protective health measures. Because of these variables, Mr. Michels stated that the Finance Council plans to take a second look at the school's budget in September.

Finally, Mr. Michels shared all the improvements that have been made in managing and administering the Needy Family Fund and the controls that were set in place to ensure that the Queen of Hearts Raffle was ran successfully.

Closing Prayer offered by Tim Daniels