

DATE: June 15, 2020

MEMBERS: Fr. Tim Wiggins, Holly Walsh (RS), Jim Trier (P), Rafael Mora (VP), Jen DeMilio, Margaret Kamna, Sister Cecile, Darren Austin, Phyl Santo, Rebecca Novak
ATTENDEES: George Czerniewski, Bob Stackpole, Ray Tocci, Russell Smith, Joe Scavone
ABSENT: Joan Pantanelli

EXCUSED: Fr. Quealy

ACTION ITEMS:

1. Groups get Father Wiggins a description of their group, objective of group, officers names and contact information and meeting dates and times.

Jim Trier opened the meeting with a prayer at 7:32 pm. Margaret Kamna made a motion to approve the minutes and Jen DeMilio seconded.

School Parents Committee -- Rebecca Novak (VP)

- Ending school year this week on Friday June 19.
- Fairly successful transition to online learning through Google classrooms.
- 8th grade graduation last week was beautiful with Fr. Wiggins and Fr. Bannan participating
- Archdiocese sent out a survey to parents about distance learning.

OLS School – Sister Cecile

- Congratulations Sister Cecile on 50 Years of service to OLS. Fr. Tim presented Sister with a floral arrangement on behalf of the Parish.

Brown Bag Sunday

- No Outreach Committee due to a lack of volunteers. More volunteers are needed in order to continue the ministry.
- George Grey has taken on most of the Brown bag Sunday.

Men's Club – George Czerniewski (Past-President) Darren Austin (President)

- Introduced new President Darren Austin who has made a favorable impacted our fundraising events this year.
- The Golf-outing, the biggest fundraiser of the year, was cancelled due to COVID-19. We're hoping to reschedule it for the fall. Also, figuring out if fall basketball season will happen in 2020.
- We had a sports night via Zoom (online) and it was a great event.

Our Lady's Guild – Margaret Kamna

- November shopping night was held, raising funds in support of the Lady's Guild's 'good works' both in the Parish and the WP Community. Books and puzzles for the Veterans in the hospital.
- Advent by Candlelight was hosted in December.
- Going forward we are looking to add more women of the Parish 21 years and age and over.
- Due to COVID-19, we have been praying the Rosary via Zoom every Monday night.
- \$2,730 raised for My Sister's Place in March.

Choir -- Phyl Santo (Director) Russ Smith (representative)

- Due to COVID -19, the last choir rehearsal was March 12th prior to us singing for Holy Week & Easter.
- Both the Adult and Children's choirs have been in touch via Zoom meetings

Religious Education -- Jen DeMilio

- Registration for next year has started with 150 children. Usually, we enroll about 350 kids by start of year. We're not accepting payments at this point due to COVID-19.
- We will have to follow the Archdiocese rules and guidelines when available and plan accordingly.
- The most important task is administering First Holy Communion (78 students) and Confirmations (78 students) that were cancelled this year due to COVID-19.

- Fr. Wiggins commented it is best to plan now in the event that we're notified sooner than later, keeping in mind that the current seating capacity is 80.
- Sr. Cecile-I'm glad to hear that we will try to do them as soon as possible because people have been asking.

Bob Stackhouse -- Finance Committee

- We are in the process of putting in a new heating system in the school
- Mike Bellantoni is our site manager for the school and is currently getting bids to repair and re-finish the school parking lot.
- Church finances are strong. He sat down with Father Quealy in February to discuss the annuals reports.
- Fr. Wiggins expressed his concerned about Parish families who might need financial assistance. Sr. Cecile and Bob Stackpole said there is a fund that we can use to help families.

Fr. Wiggins -- Temporary Administrator's Report

- Thank God and Our Blessed Mother for this assignment which began Thursday, June 11, and Fr. Tim happy to be a member of the Parish.
- Welcome back and thank you for serving in your leadership positions. He reminded the PC Members of their role, namely, ***"In this council, which is to be presided over by the parish priest, Christ's faithful gather with those who by virtue of their office are engaged in the pastoral care of the parish, give their help in fostering pastoral action."*** (Canon Law 536). It is important to him how each member/group interacts, reacts and impacts OLS. He is requesting that each group to fill out a form listing: the name of the group, meeting times/places, officers' contact information and the goals and objectives of each group.
- Proposed New Structure: to increase the Members by 5-6. These members will be known as "Mass Representatives" to represent those parishioners in the pews who do not belong to any of the Parish groups. They can then voice their concern(s) to their "Mass Representative." This will probably happen by October.
- We are required to have a "Reopening Task Force," and so far 12 parishioners have signed up. Their primary duties are to enforce the CDC, State and Federal regulations as well as the Archdiocesan guidelines. A meeting being set sometime this week before reopening for Masses. We're blessed to have Parishioner, Tom Avezzano from All Pro-Cleaning to assist us in whatever capacity needed.
- Currently, we are in Phase IV which is celebrations of Sunday Mass. Due to current guidelines/restrictions/issues, two Mass Schedules (Temporary) are hereby being proposed at this time:
 - Option 1: Saturday 5:00 vigil, 7:30 am, 9:00am, 12:00pm & 5:00pm
 - Option 2: Saturday 5:00pm vigil, 7:30 am, 10:00am, 12:00pm, 5:00pm
 - After discussions, the Members voted unanimously on Option 2 which will go into effect this weekend. *
 - Jim Trier: How will we limit the people in the Church? Fr. Wiggins commented by offering a Mass Reservation system so ensure people a seat and not turn people away. All members of the Council approved.
- Fr. Tim will be instructing the Parishioners at each Mass about the new protocols here at OLS. Masses will be shortened so to provide enough time for cleaning and sanitizing.
- Funeral slots will not change, however, 1 funeral a day will be allowed.
- Due to COVID-19, OLS is unable to minister to Burke until ban is lifted.
- Holy Day Mass of the Assumption: Fr. Wiggins asked to move vigil up to 7pm. Ray Tocci said working people cannot get there before 7pm. So it will remain at 7:30pm.
- Fr. Tim has asked the Members of the Parish Council to host the Parish Feast Day Mass on Tuesday September 15th (or closest day to a Sunday). We will plan the liturgy and perhaps offer a goodie bag. It will be simple.

Open Floor:

- Jim Trier to Sr. Cecile: Are we on track to open in September?
 - No. We have not had any word from the Archdiocese yet.
 - Fr. Wiggins- Stepinac is looking into many options.
 - Sr. Cecile replied that the Archdiocese is giving financial help, renting out chrome books for schools, we have many concerns but not many answers yet
- George Czeirneski: we don't have to take temperatures to enter Church?
 - Fr. Wiggins: not yet.

*After consultation with the Administrative Staff, it was recommended that we eliminate the 5:00 p.m. Sunday Mass. Fr. Tim accepted the recommendation and informed Jim Trier.

Fr. Wiggins ended with a prayer at 8:53 pm. Rafael Mora made a motion to close meeting at 8:54pm. Seconded by Russ Smith.