

**Holy Spirit Catholic Church
Parish Pastoral Council
Meeting Minutes**

Meeting date: November 1, 2016, 7:10-8:40 PM

Members present: Mark, Kathy L., Cathy K., Joe, Dennis, Julie, Mandy, Chris, Rev. Msgr. Al, Rudy (also cc'd on these minutes: Libby)

Members absent: Kathryn

Topics covered:

- I. Opening Prayer Service: All
- II. Opening remarks: Rev. Msgr. Al
 - All PPC members were reminded of their role as “living stones” working together to support and benefit the broader parish.
 - Also discussed was the excellent outreach work being done by HSCC’s SVDP group with the support of a large number of parishioners and several key community partners – an example of real, positive impact in the local community
- III. Review/approval of previous meeting minutes – Chris
 - Lingering action items from the previous PPC meeting were reviewed and discussed
 - Parish/Family Life – Mandy reported no updates for this subcommittee
 - Administration/Stewardship – Joe reported that aside from beginning the process of winterizing the HSCC “campus”, there are no other major projects currently underway or planned for the remainder of this year.
 - Parish Communication – Kathryn was not present, so no update was provided for this subcommittee
 - Education/Formation – Julie provided several updates pertaining to parish education and formation activities:
 - With the shift in confirmation grade and the parish’s perspective on the sacraments as gifts rather than achievements to be earned, HSCC is looking at an extremely large class of people to be confirmed this coming spring. Included in this group is a large Hispanic/Latino population. The size of this year’s group presents several logistical challenges that are currently being worked out with the Diocese.

- There are large numbers of students enrolled in the other levels of religious education as well, leading to two sections on Wednesday evenings (to make use of the currently available space).
- RCIA has begun for this year, but currently only one candidate is so far involved in this cycle
- Julie and Rev. Msgr. Al have been working with a special committee to draft a job description appropriate to guide the hiring of a full-time youth/family ministry leader for the parish. Instead of initiating a broad search at this time, however, a volunteer has stepped up (Lisa Moore) and the plan is to transition her into this role as a part-time coordinator beginning in January.
- Also discussed was the need for opportunities, programming, and strategies for involving/engaging youth post-confirmation. Julie noted that steps are being taken to identify and explore options.
- Separately during this meeting, the current and impending shortage of religious education teachers was noted.
- Social Action/Mission – Kathy presented an update and the group discussed several other related topics
 - 30 parishioners have volunteered to help at North Hamilton County schools in response to the parish appeal for assistance.
 - Upcoming social ministry opportunities include the shoeboxes and angel tree for Christmas. Cathy K. reminded the group about the steps involved in the angel tree and also educated the group about the new level of coordination of charitable outreach in our community now possible thanks to the help of other community partners like Northside Neighborhood House.
 - Julie noted that there is a need for ministry/support to students in the S-D High School. Cathy K. suggested that first an internal contact is needed.
- Worship/Spiritual Life – Dennis reported that he has been exploring the possibility of arranging for a kiosk to be added to the narthex of the church to facilitate parishioner access to the FORMED educational and developmental materials now available
 - Dennis was asked to re-share the access details with PPC members and he provided the following blurb from a recent parish bulletin:

FORMED The Catholic Faith On Demand-Holy Spirit is gifting parishioners with unlimited access to e-books, talks, and videos in the Church today. These are for personal and family use or may be shared in small groups and bible studies. Visit Formed.org and use access code

K96KZJ (Case Sensitive) to register and begin expanding your knowledge of the Catholic faith.

- Outline of diocesan process for construction projects and open discussion on building committee make-up – Mark provided an overview of the lengthy procedural document from the Diocese pertaining to building and renovations. Three main points emerged:
 - Before any real progress can be made on the parish building project, we need to get formal approval from the Bishop. The expectation is that this will be straightforward, given the clear emphasis on our need for expansion in the recent home campaign.
 - Once the Bishop's approval is obtained, we are expected to undertake a feasibility study before moving into the building process. Given the pre-existing work that was done and the clear need for additional space, Mark proposed (and PPC members supported) that a single committee be convened to serve as both the initial feasibility and ultimate building process management committee
 - A lengthy discussion was had regarding the ideal composition of this committee to ensure adequate representation of the many different stakeholders within the HSCC parish.
 - An initial list of recommended parishioners was generated for Rev. Msgr. Al to contact
 - In addition, a plan was formed to communicate to the full parish via letter that the building process is reinvigorated and there are opportunities for parishioners to get involved. This letter will initiate a period of nomination (via self- or others) and ultimately lead to the final composition of the new joint feasibility/building committee
- *At approximately 8:40pm, the meeting concluded with a closing prayer led by Rev. Msgr. Al*