

ST. BRENDAN PASTORAL COUNCIL MEETING

Minutes of November 2, 2023

ATTENDEES: Fr. Mark, Fr. Anit, Madeline Dubas, Sandy Esparza, Ginny Grant, Ron Hickson, Tom Kuncewitch, Sandy Nelson, Jack Semanko

EXCUSED ABSENT: Deacon Bob McGahran, Pat McLaughlin, Maury Paslick, Charles McShane, Ada Flores

1. Father Mark opened the meeting at 9:47 am with a prayer.
2. Ginny Grant requested a motion to accept the minutes of our October 5, 2023, meeting. Minutes had been approved by email vote.
3. **FINANCE**—Offertory collections were slightly off for the month due to cancellation of Mass on Saturday, October 21, due to the Eucharistic Congress held in Raleigh. While feedback from the Finance Committee presentation on parish finances and our vision for the future were, for the most part, positive, it was noted that some parishioners took exception to the many requests for additional contributions. Those coming from parishioners who were members with the building of the new church. Jack reiterated that with the anticipated addition of a third priest, a new rectory was mandatory. He also stated that the Diocese required separate quarters for each priest. The search is ongoing; to buy existing or custom build has not been determined.
4. **BUILDING AND GROUNDS**---Report attached.
5. **ST. MICHAEL MINISTRY**---Scheduling of security and medical personnel for all Masses is proving difficult due to the crossover of parishioners in multiple ministries. Leadership is working with Ellen Lehrer to develop a software program that would combine scheduling of all ministries into one program. Members of SMM are working with the ushers so all are aware of each other. SMM has acquired walkie talkies to communicate with each other during Mass. The Sheriff's Department has strongly recommended that side doors to the Church be locked once Mass has begun. This is not something that St. Brendan will do at this time. Meetings are ongoing to get this new Ministry fully staffed. Response has been most favorable and enthusiastic.. Their motto is "Prevention beats Response".
6. **KNIGHTS OF COLUMBUS**---Report attached. Tom Kuncewitch stated that the car show is a go for Saturday, November 4. They will not have use of the parish hall—but will have use of the kitchen. Hot dogs will be sold but no pastries, as originally planned. A combined total of \$2,500 was generated at the Ocean Isle Beach Oyster Festival to benefit LAMB.
7. **COLUMBIETTES**—Report attached.
8. **FAITH FORMATION**---Report attached as submitted by Diane Nagle.
9. **LITURGY COMMITTEE**---Nothing new to report. Sandy Nelson and her committee were congratulated on the excellent altar display which they created for All Saints Day.

OLD BUSINESS:

- There were no comments, additions or corrections to the October 5 committee reports.
- The Eucharistic Congress was quite inspiring. Fr. Mark thanked Ginny Grant for stepping in to help with the bus details and food service and Lisa McCann for her work in coordinating the bus schedule and arranging for food service. A special thanks also to Catalino Olmedo for his help with organizing the Spanish parishioners who attended. Pictures of attendees will be in the Bulletin for November 4-5.
- Applications for the Pastoral Council election will be available beginning November 4. Father is contacting those six individuals who ran last year but were not elected to encourage them to seek election this year. So far, two have accepted and one is praying on it. Ballots will be distributed on December 9/10. Pastoral Council will distribute pencils following morning Mass on 12/8. Ushers will distribute and collect the ballots at all Masses. Ushers will collect the pencils following the 11:00 am Mass. Pastoral Council members will count the ballots.
- The Annual Parish Summary was reviewed with no changes.

- Father reported that all eight long panes have been dedicated as well as 3 of the square panes. Color prints of the chosen scenes can be seen in the Adoration Chapel.
- On advice from Raleigh, we will not allow any outside organizations' contact links to be placed in our bulletin or on our website. Charles McShane notified Paying for Senior Care of our decision. Father Mark indicated that this ruling should be conspicuously stated in one of our Parish documents. It will be researched to determine the proper location.
- The existing AED has been repaired, with additional parts ordered. Two more AED units will be purchased asap. Funds had been approved previously.

NEW BUSINESS:

- December 7 will be the last meeting of the year. It will be combined with the Finance Committee along with Matt Kelly, Facilities Manager, and Rusty Joy, Office Manager. Meeting will be held in the McGivney Room following the 9:00 am Mass.
- Meeting dates for 2024 have been established as:
 - Thursday, January 4
 - Thursday, February 1
 - March meeting date--to be determined
 - Thursday, April 11 (Due to church being closed week following Easter Sunday.)
 - Thursday, May 2
 All meetings will be held in the McGivney Center following the 9:00 am Mass.

The meeting was adjourned at 10:32 am. Father Mark offered a prayer to the Blessed Virgin Mary to aid the Council in their work and for the deceased members of our parish and families.

COMMITTEE REPORTS FOR NOVEMBER 2, 2023

BUILDING AND GROUNDS REPORT

November 2, 2023

Existing Projects Status

- Rooftop HVAC unit at the Parish Hall has been replaced.
- An electrical disconnect for a rooftop HVAC unit was failing and was replaced.
- Exterior doors into the Gathering Space are being repaired and upgraded. This includes new sliding doors.
- Two pews in the church that were removed to accommodate equipment access for lighting and sprinkler repairs in April, have been reinstalled. Work on damaged kneelers is pending.
- Roof leaks in the Gathering Space and the Bell Tower are being investigated and addressed. The leak in the Gathering Space has been slowed but not eliminated. Leaks occur during heavy rains.

Looking Ahead

- Monitors will be installed in MJMPC conference rooms to facilitate dissemination of information. Project will be completed when funding becomes available.
- Beginning work on a Reserve Study of the Parish's assets to assist in budgeting for repairs and replacements.

- Working with the St. Michael's Ministry on physical plant upgrades and modifications to enhance safety and security.
 - Adding CCTV cameras around the site and in the buildings to help monitor events.
 - Exploring options for electronic locks and card readers for building access.
 - Exploring options for rekeying the buildings to better control access (too many keys in circulation).
 - Creating inventories of assets for insurance purposes as well as tagging/marketing assets for identification.

Submitted by: Maury Paslick, Building and Grounds Committee, October 27, 2023

St. Brendan Church - Pastoral Council Meeting 11/2/2023

Saint Michael Ministry Report

- Our Advisory Group Leadership Team (represented by 7 parishioners and Matt Kelly) continued to meet weekly at our regularly scheduled Thursday time. Our plan is to continue to meet weekly until we are well established with a trained St Michael Ministry team and have our scheduling system firmly in place.
- We met our goal of having five St Michael Ministers (three safety/ security and two Medical Response) on duty before November. We staffed Saturday 5 pm Mass October 28th and the 8 am and 11am Masses on Sunday, October 29th). We have more planning to do before we have Ministers in place at the 9:30 am Sunday Mass - but we will prevail.
- Our Medical Response Team Leader, Peggy Dotson, discovered that our AED was not working properly - we ordered the needed parts and put the AED back into service on Sunday, October 21st.
- Our Safety/Security Team Leader, Jeanne Miller continued her massive efforts to recruit and document all Parishioners who have expressed interest in becoming Ministers. We have a total of 58 Ministers (40 Safety/Security and 18 Medical Response) willing to serve our Parish and Parishioners by standing guard for 90 minutes for Chapel Attendance, unlocking and locking Church on Saturday's and Sunday's, and working as a Minister Team of 5 at weekend Mass.
- Prior to scheduling Ministers to serve at Mass, we had three one-hour Training Sessions for those parishioners who expressed interest in our Ministry. We had almost 100% attendance at all 3 sessions - great questions and enthusiasm. We will continue with a variety of training modules to cover all potential threats.
- Peggy Dotson has reached out to the new Brunswick County EMS Training Manager who will assist us. Tim Dumais has contacted Brunswick County Sheriff and Shallotte Police who will also assist us with our policies/procedures.

Knights Of Columbus - Council 9039 – November 1, 2023

- The Knights have agreed to donate \$10K for a stained-glass window in the Chapel.
- Fifteen Brothers were present to support the Legion of Mary and pray the Rosary for our Nation on October 7.
- The Knights volunteered in the Oyster Festival directing car parking on Saturday and Sunday 10/21-22. The money raised went to the LAMB fund.

- First Friday Rosary will be prayed in the library on Friday November 3 at 8:00 in the church.
- The Second Annual KofC Car show is hopefully scheduled for November 4 in the St Brendan's Parking lot (after two rain postponements). Registration starts at 8am, the show at 9am. Food will be available, and pastries/coffee will be sold by the Columbiettes.
- The Council Brothers will work in the kitchen and Hall for the Veterans Dinner on Saturday November 11 at 6pm.
- We will hold our General Council Meeting on Monday November 13 at 7pm in the McGivney room.
- The Semi-annual KofC Blood drive will be held on Tuesday November 14 at 11-3 in the Church Hall. Some spots are still available, use the American Red Cross website to register.
- The Knights of Council 9039 will be presented with the Star Council Award and another Award by the NC KofC State Representatives after the 11am mass on Sunday November 19.
- Council Officers Meeting is Monday November 27 at 6 pm in the McGivney Room
- Fr Anit will conduct a Spiritual Reflection after the First Friday Rosary and Mass on Friday December 1 in the church Hall.

Respectfully

Tom Kuncewitch

Columbiette Report to the St. Brendan Pastorial Council

- October began with the initiation of 4 new members.
- There were 18 Columbiettes that attended the Coast to Coast Rosary held by the Protect Life event in front of the church on October 7th.
- The first Friday rosary before 9 A.M mass was also well attended by Columbiettes.
- The Car show and bake sale to be held on the 7th of Oct. was cancelled until the 14 of Oct which was then cancelled until the 4th of Nov. Since the baked goods had already been prepared by the members and packaged for sale on the 4th, we were allowed to sell their products after the 5:30 PM Mass on Saturday and after Masses on Sunday. The same scenario was repeated on the 14th allowing us again to sell items. We did not elect to participate on the event on Nov 4 th.
- We attended the Mass for deceased Knights and Columbiettes on the 15th of Nov. but the joint breakfast afterward was cancelled.
- The fund raiser for The financial assistance to provide dinner and Christmas gifts for a needy family began with the Belk coupon Program requiring ladies to sell coupons outside of the Belk store on several occasions. This project will end on Nov.4th.
- Another fundraiser in progress is the Gift Card Raffle which is the solicitation or donations of gift cards Placed on boards which were to be raffled off after mass on December 2nd. It has been suggested that we move the raffle date to a later time as we were denied selling raffle tickets at one of our dates available after mass. It will be voted on at the next meeting
- Kathy McGill is collecting women's novels to give to the Literacy Council for distribution during Christmas.
- The Craft Show and Bake sale in Nov requested volunteers for Soup, making,baked goods and helpers.

Sandy Esparza, President

Family-Centered Faith Formation—2023-2024 School Year:

- We continue to receive Registration Forms for new students enrolling in Children’s Faith Formation. This is a blessing!
- We are preparing for this special time in the Church Year...Advent, Christmas and the Feast of the Three Kings emphasizing to the students that “Jesus is the Reason for the Season”.
- Special thanks to Fr. Anit who will visit different classes each month.

Our next session with the children is Sunday, November 5th.

DRAFT #4 10/30/23

**St. Brendan The Navigator
Catholic Church
Shallotte, NC**

2023 Parish Community Annual Summary

Spiritual Growth

Community Outreach

Parish Life Activities

Priests, deacons, religious sisters, staff, outreach leaders, pastoral council, church lay ministers, teachers and all parishioners serving God’s will!

Lord let your mercy be on us, as we place our trust in you. ...May your kindness, O Lord be upon us who have put our hope in you. Psalm 33:4

Spiritual Growth

Adoration Hours		Lectio Divina	
Baptisms		Scripture Study	
1 st Communion		Music Ministries	
Confirmation		Altar Servers	
Marriage		Extraordinary Ministers	
RCIA		Lectors	
Anointing the Sick		Ushers	

Funerals		St. Michael Ministry	
K of C Rosaries		Retreats	
1 st Penance		Columbarium Interments	
Family Faith Formation		New Parish Registrants	
Legion of Mary		Total Parish Registrants	
		Estimated Active Parish Registrants	
		Total Parish Engagement (understanding many of have multiple points of volunteering	

Community Outreach

Columbiettes Outreach		Knock Center	
Knights of Columbus Outreach		Immigration & Social Ministries	
Blood Drives		Giving Tree	
Special Olympics		Loaves & Fishes	
Meals on Wheels			

Parish Life Activities

Craft Show		Welcome Reception	
Auto show		Super Bowl Party	
Festival		Health Fairs	
Lenten Fish Fry		Super Bowl Party	
K of C Golf Outing		St. Paddy Day Dinner	