

**St. Thomas Aquinas Parish Pastoral Council  
Agenda**

**August 1, 2017, Parish Conference Room, 7pm**

**Attendees:** Fr. Michael, Sharon Mason, Will Fay, Rita Englum, Fred Chandler, Cathy Bickel, Vicente Giordanelli, Shanna Martin, Delia Novak, Paul Malone, Grace Coffey, Tessa Oakes and Tom Mulhern

**Absent:** Tim Delaney and Jenny Lurkins

**Guests:** None

**Opening Prayer:** Fr. Michael

**Roll Call and Minutes:** Will Fay

**President's Remarks:** Will Fay/Tom Mulhern

- President / Vice President / Secretary – affirmed Tom (President / Secretary) and Tim (Vice President)
- St. Vincent de Paul – Vicente will speak with Cara Swinefurth about safety issues with moving the collection bin to the parking lot. If there are no safety issues, it will be moved.
- Spiritual Life – opportunities and peer group gatherings –
  - A group meeting of the council will occur either Nov 4 or 11 with Matt Hayes.
  - Grace will explore the idea of peer group gatherings at STA.
  - Chris Countryman will be invited to attend the September meeting to discuss potential activities.
- Constitution amendments –
  - Initial comments due September 5.
  - Final comments are due 1 week after the meeting in November with Matt Hayes.
  - Document will be made available to the parish to review by November 30.
  - Constitution finalized by January 1.

**Pastor's Remarks:** Fr. Michael

- Views the council as a body of wisdom whose main goal is to aid in trying to discern what Jesus is asking for us as a parish.
- Emphasized the important of the Spiritual workshop with Matt Hayes in November.

- Eventually, would like to revisit the mission statement to ensure that it is relevant and meaningful for STA. Also, work will occur to update the ministries that are active within STA.

**Parishioner Concerns:** None

### Commission and Committee Reports

**Stewardship:** Fred Chandler

Sausagefest 2017 is fast approaching on August 18-19. The menu will have new items from Byrne's Pizza and the Illinois St. Emporium which should appeal to vegetarians. You are urged to check your schedules and volunteer to help during, at least, one shift. Praying for great weather is encouraged.

The data from the spring stewardship campaign has been sorted and is being distributed to ministry heads.

The Capital Campaign Committee is finalizing the "silent" portion of the campaign.

STA will need to make a decision concerning the 2018 the United Catholic Appeal campaign. Pledge weekend is scheduled for November 11-12. The original Capital Campaign steering committee pledged that STA collections would cover the parish UCA goal since STA did not have to ask parishioners to participate in the 2018 campaign. It is feared that asking STA parishioners to make a pledge to the UCA will reduce pledges and payments to the STA campaign. Another perspective would be that some people will willingly support the UCA and the STA campaign and every dollar this group pledges to the UCA reduces the parish's costs. We have until August 4 to let the archdiocese know if STA wants to participate in this year's UCA campaign. Another option might be to hold the UCA campaign in the spring along with the STA stewardship campaign. Yet another option would be to just ask the 145 STA households who pledged to the UCA this year if they would like to make a pledge for 2018.

The Haiti Committee sent \$50,000 on July 6 to Pere Frednel in Belle-Rivière, Haiti, for the purchase of a new truck for the parish of St. Jean Marie Vianney. The funds were available because of a bequest from Thomas Aldridge.

**Spiritual Life:** Grace Coffey

#### **From the Environmental Committee:**

- Tricia Lautenbach wants to step down from her position as the leader.
  - Needs to be a new leader before Advent
  - How can we best do this?
  - Willing to stay to help the new person out for the first few seasons

**From the Bereavement Committee:**

- Holding a meeting on Thursday, August 3.
- Will provide information to me after that (I will bring them to the September meeting)

**From the Music Ministry:**

- Recruiting more liturgical ministers, ESPECIALLY:
  - Altar servers
  - Greeters
  - Eucharistic Ministers
  - People to help with laundry
- Updating training instructions for different liturgical ministries
  - Started already with Eucharistic Ministers and Altar Servers
- New daily Mass schedule
  - Tuesdays/Thursdays at 6:00 pm
  - Wednesdays/Fridays at 8:15 am
  - *French Mass* on 2<sup>nd</sup> Sunday of the Month at 12:30 pm
- Upcoming Holy Day of Obligation
  - Assumption of the Blessed Virgin Mary on Tuesday, August 15 at 6:00 pm
- **Mass time change: Saturday, August 19 Mass will be at 4:30 pm** instead of 5:00 pm.
- Interfaith Prayer Service at STA Thursday, August 31 at 7:00 pm
  - Put together by Creation Care Ministry
- Mental Health Mass at STA on **Sunday, September 24, at 1:00 pm.**
- New Mass setting coming soon!
  - In the hymnal
  - Mass of Peace and Joy by Tony Alonso
- Gospel Choir starts back in August!

Other than that, there is not much to report on the Spiritual Life front this month.

**School Commission:** Vicente Giordanelli

- 204 Students (as of 7/28/17)
- New School Parents meeting was July 26th, attendance was good and the meeting was successful. 20 new families; 34 new students
- School continues improving customer service by creating electronic forms for many of the activities school has, like Trash Bags Fundraiser and Lunch Break.
- School website Content is being reviewed by the Marketing committee. Although the School website is 95% up to date, we continue trying to improve it.
- Our only require school fundraiser for Trash Bags will start officially August 18th and the forms need to be submitted Sep 6th.
- School Starts classes August 17th
- The Banners on the School building were taken down for a couple of reasons.
  - The strategy is not to have permanent Banners so people do not get used to them. The information should be consistent, but pertinent to the time.

- We received a citation from the city, but we are in the process of getting a yearly permit for the banners.
- PreK
  - Class updates is 90% complete and it will be done before school starts.
- We have 7 Students registered so far but expect 10 by the beginning of the school year.
- Almost all teachers are returning for the school year. The music teacher moved to Boston, so a new music teacher will be beginning this year. (Very little staff turnover is a positive thing for our school and a great reflection on the school and the STA community.)

**Peace and Justice: Rita Englum**

Creation Care Ministry Report to Parish Council  
August 01, 2017

The Creation Care Ministry has reviewed and updated its mission and goals in order to help plan activities for this year.

Pope Francis has declared September 1 as the World Day of Prayer for the Care of Creation. The Creation Care Ministry is partnering with Fairview Presbyterian and Common Ground Christian Churches to plan an ecumenical prayer service for Thursday, August 31 at 7 pm. This prayer service will begin the Season of Creation, which runs from September 1 through the Feast of St. Francis of Assisi on October 4.

Indianapolis Green Congregations (of which St. Thomas Aquinas is a member) is putting on a four session workshop entitled *Earth Care 101: Faith in Action*. The sessions will be on September 16<sup>th</sup>, 23<sup>rd</sup>, 30<sup>th</sup> and October 7<sup>th</sup> in the St. Thomas Aquinas School Science Lab. The workshop is designed to raise awareness of how faith is connected to environmental action and to give participants the resources to take action in their homes and congregations.

The Creation Care Ministry is hosting a home solar panel information session on August 27<sup>th</sup> after the 10:30 mass in the St. Thomas Aquinas School Science Lab. Attendees will learn the basics about solar power for their homes or businesses, how net metering works and how to select a solar installer.

Respectfully submitted,  
Andrew Pike  
Director, St. Thomas Aquinas Creation Care Ministry

Haiti Committee Minutes June 13, 2017

Present: Tom Murphy, Sarah Layden, Mark Varnau, Rhiannon Amodeo-Bankert, Steve Zentner, Lois Zentner, Fred Chandler, & Doris Chandler

1. Doris opened the meeting with a prayer, asking for wisdom to respond effectively to the needs of our brothers and sisters in Belle-Rivière.
2. The treasurer's report shows a balance of \$13,622.17 with \$10,000 of that amount meant for emergency situations. The June wire transfer included the \$2,000 given to the teachers as a one-time-end-of-the-year bonus and \$3,500 for the demolition of the kindergarten building.
3. The Aldridge estate is still in flux; the closing of the house will occur on June 29. Two quotations for Toyota vehicles bought in Haiti show prices of \$48,500 and \$75,000. Research for purchasing a truck in the U.S. and shipping it to Haiti is ongoing.
4. Discussion of the 2017-2018 budget centered on the extent of a raise for the teachers and parish staff. The goal is to increase the raise to fit in-between the National School and the Salvation Army School faculties' salaries. A final decision will be made during the July meeting.
5. Fred reported on his May visit to B-R, highlighting a good discussion with Pere Frednel in which they discussed his priorities: a raise in teachers' and parish staff's salaries, replacing the pre-K building, expanding/replacing the solar panel system to provide electricity for both the church and school, placing windows in the church to reduce noise and dust, replacement of the tin roof over the patio area behind the parish house, and stabilizing the 7<sup>th</sup> and 8<sup>th</sup> grade building. Fred also visited each classroom in both the parish school and the chapel school in Lhomond, expressing gratitude to the teachers and promising them a pay raise. A side trip to Visitation Hospital was also part of his stay.
6. Fred returned with 5 pounds of Haitian coffee beans. The committee is hoping to serve Haitian coffee after Masses on the outreach weekend every month.
7. Old/new business discussion included these items:
  - Packing for the 2018 sea container on June 24 at 10:00 a.m. at the 30<sup>th</sup> St. Vincent de Paul food pantry
  - Giving Fr. Michal Hoyt a summary of the history of the STA involvement with St. Jean Marie Vianney Parish in Belle-Rivière
  - Recommending a good read, [Trip Through Your Wires](#), a novel written by committee member Sarah Layden

**Society of St Vincent de Paul, St Thomas Aquinas Conference  
Meeting of July 6, 2017**

Members present: Bob White, Janice Klein, Phil Brady, Millie Brady, Cindy Brown, Tony Morreale, Tom Quinn

### **1). Opening Prayer/Spiritual Reflection**

The meeting was opened with readings on Vincentian spirituality and the role of Vincentians in the lives of the poor, led by Millie

### **2). Presidents Report**

Bob White has agreed to serve as our conference secretary. Thank you to Bill Larson, who has most recently served as conference secretary.

At our June meeting, we discussed purchasing \$2,000.00 in vouchers from a local mattress supplier for the future purchase of bed sets for clients. Since the available funds in our account fluctuate, it was decided that instead of tying up funds by pre-purchasing vouchers for future bed purchases, we will instead consider and fund bed requests individually as they are received from clients. Our conference remains committed to providing complete bed sets for our clients in need.

The STA SVdP conference will provide meals on July 18 and 25 for the St Rita/St Luke Changing Lives Forever program.

We continued discussion from our June meeting regarding the need for our conference to supply volunteers to pick up and deliver donations to the SVdP distribution center on Saturday mornings. This role will be rotated among all of the SVdP conferences beginning in September. Tom will contact the Aquinas Club to determine if they can assist in meeting the STA obligation.

Updates from the May 30, 2017 SVdP Indianapolis Council meeting:

- Total council income for 10/16-4/17 is \$879,000
- The main pantry is currently operating at a \$16,000 deficit due to increases in food purchases. An expected donation later this year should offset that deficit
- The cash balance for the Mission 27 Resale Store is \$62,000 and continues to rise. 45.92% of all donated items are going to referral clients
- Work on the distribution center truck garage continues, with most of the needed funds having been raised
- There are 3 current Changing Lives Forever programs in progress and an additional 6 expected to start this summer. Multiple grant requests are in the works to continue funding this program. Additional mentors are always needed for this program.

### **3). Treasurer's Report**

The beginning balance in the SVdP account as of June 1 was \$4,859.70

No income was received during the month of June

\$3,196.61 was distributed for client rent and utilities (this includes some payments made for rent and utilities in May)

The ending balance in the SVdP account as of July 1 was \$1,663.09

### **4). Client Support Update and Discussion**

6 families which included 8 children received assistance from the STA

conference in June. One new request for assistance was discussed. The number of client requests for assistance continues to be low

#### **5). Volunteer Reports and Other Activities**

Cindy reported that the Boulevard Place Pantry will begin allowing clients to access the pantry twice per month, rather than the once per month currently allowed. It has been decided not to expand the pantry boundaries at this time. With the closing of the Marsh grocery chain, we will look for a local store to help provide needed food items for Christmas, Easter and Thanksgiving food baskets. The majority of the food will continue to be provided by the Boulevard Place Food Pantry. Bill Larson will continue to coordinate the food basket program

#### **6). Collection for Pantry**

Completed

#### **7). Closing Prayer**

#### **Parish Life and Youth: Alex Martinez**

- CYO – The CYO season will start with both kickball, cross-country and girls' basketball shortly after the school year starts.
- New Parishioner Welcome Dinners – The last new parishioner dinner was held at the end of July. Additional monthly dinners are planned through the end of the year. It will include all families that have joined the parish within the past three (3) years, as well as any families who have had a child baptized during the same time period.
- Potential Speaker Series – A small team is looking at the possibility of bringing additional speakers to STA to discuss a variety of topics. A proposal is currently being drafted to outline the work of the group.
- Volunteer Activities – We are still trying to understand (at least at a basic level) the number of STA parishioners that volunteer for various ministries as well as the number of hours they dedicated.

#### **Finance: Jenny Lurkins**

- Introduction of new committee members – Ernie Kobets & Mary Rice
- Reviewed B&G requests:
  - Request to authorize up to \$10,000 for roof prework engineering costs – APPROVED, seeking bids from ARSEE Engineers and STR-SEG, desired project start time of spring 2018.

- Request up to \$32,000 for energy savings lighting project – NOT APPROVED, committee would like to monitor capital campaign contributions and sausagefest proceeds over August and September to determine if funding is available. Committee understands that rebates may expire at the end of the calendar year.
- Request funding for Sanctuary window and door repairs – NOT APPROVED, committee understands this is a high priority project but would like to see updated proposals from vendors and monitor capital campaign and sausagefest collections in August and September to ensure funding is available.
- Finance committee has requested an updated listing of B&G projects to be considered accompanied by funding source (sausagefest, capital campaign, gala, etc...)
- First draft of 2017/18 budgeted distributed to committee for review
- Approved opening of ADLF account to hold balances in excess of 90 days cash on hand and capital campaign contributions

Financial Package Notes – 11 months ended May 31, 2017

- YTD Revenues of \$2,036,108 are \$125,822 under budget and \$9,836 worse than prior year to date.
- YTD Net Operating Income of \$307,957 is \$121,731 under budget and \$42,908 less than prior year to date.
- YTD Sunday Collections of \$666,109 is \$21,259 under budget but \$13,813 better than prior year to date.
- YTD total tuition of \$959,419 is \$74,756 under budget and \$7,987 less than prior year to date actual. The difference is largely due to the budget assumption of # of students vs actual. Actual is 14 students less than budgeted.
- YTD Fundraising of \$264,127 is \$49,247 under budget. Fundraising largely reflects transfer of monies from elevator fund (including the \$20,000 grant) and SausageFest into operating income. The April and May budgets included a total of \$84,000 of fundraising representing the first portion “Reserve Restoration” via the Capital Campaign effort. Those revenues were not realized causing the shortfall against budget, which is partially offset by the elevator grant and gains against budget in school fundraising.
- Total Operating Expense of \$1,728,150 continues to track very closely on a YTD basis to budget of \$1,732,242 with the only significant difference in Benefits Expense (see below).
- YTD Benefits expense of \$247,654 is \$27,221 worse than budget, which is consistent with previous months. This is partly due to 5 covered persons electing health coverage that weren’t anticipated by the budget.
- YTD Capital Improvement Expense of \$301,801 has exceeded budget by \$47,362.
- Losses are expected in the final month of the fiscal year as tuition receipts will cease and teachers’ salaries are accrued. To illustrate, note that last year total net revenue over expenses through May were \$181,527, yet the year-end bottom line

shows a \$33,180 net revenue, meaning last year the final month saw a net loss of approximately \$148,000. The same can be expected in this year.

- Total cash on hand of \$343,354, which is a decrease of approximately \$30,750 from April.
- Early advance tuition, fees, and tech fees have been collected and are deferred.
- \$60,980.39 remains in Gala Deferred Revenue. \$53,333.33 of this will go to “subsidize” operations at the rate of \$3,333.33 per month through September 2018. The Committee could opt to move the remainder into operating income at any time.
- \$221,908 in restricted funds, including monies reserved for the large kitchen remodel, the first receipts of the capital campaign, \$20,037 for Tech fund, \$29,807 for STA Athletic Fund, \$29,621 for HSA (net), and \$26,268 for Haiti (net).

**Faith Formation:** Tessa Oakes

Sandra Santucci Reporting on Confirmation and Youth Ministries:

Approximately a dozen students are listed for Confirmation class this coming year. Only 2 forms and payments have been received so far, but the students on list seem eager to receive Confirmation during this academic year and since classes don't begin until October, we anticipate more registration forms after school starts. We are still waiting on the Confirmation date selection process to begin through the Archdiocese. Some people may be waiting until they know the actual date of Confirmation before filling out the forms.

There has been a little interest in Rock Climbing with Fr. Michael, but no commitments so far (Sunday, August 20<sup>th</sup>).

Rachel Thomas Reporting on Baptism:

Rachel (Rachel@rtindy.com) has relieved Chelsea Durnil in Baptismal Preparation. Joe and Emily Glass will be baptizing their daughter Lucy on August 27th. Rachel will be meeting with them next week to prepare them for the Baptism. Rachel is also in charge of the Young Children's Play Group, and looking for a replacement. If anyone has suggestions, please let Rachel or Tessa know.

Rock Climbing Group – to be led by Fr. Michael for high school students.

Nothing to report regarding Marriage Preparation or RCIA.

**Old Business:** None

**New Business:** None

**Closing Prayer:** Group.

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**Next Meeting: September 5, 2017, 7 pm, Parish Conference Room**

**Opening and Closing Prayer: To Be Announced**