

## CATHOLIC COMMUNITY TRANSITION TEAM MEETING MINUTES

The fourth meeting of the Catholic Community Transition Team was held on November 20, 2017 at 6:30 PM at St. Francis of Assisi Church, Constable, NY.

Present: Angie Bashaw, Jay Brockway, Paula Boyea, Alicia Charland, Betty Cook, Cherie Jock, Lynda Jones, Jack LaCroix, Joelle Lamica, Rod Lauzon, Lucien Leroux, Peggy Lester, Sharon Malette, Karen Matthews, Pat Mathews, Dick Onufer, Harold Phillips, Jennifer Reardon, Jerry Rufa, Dale Selkirk, Father Tom, Deacon Brian

Fr. Tom called the meeting to order and a prayer was offered. He noted that December 31<sup>st</sup> is the requested date to submit the Pastoral Plan to the Bishop's office and suggested that he ask for an extension to January 31, 2018. The committee members agreed.

Teamwork is critical to the operation of this committee according to Fr. Tom. Positive attitudes and suggestions are paramount. The only objective of this committee is to move forward and come out stronger. He agreed that this does take a lot of effort and energy. We have been commissioned by the Bishop to plan for one priest. We are six parishes that are involved in the final decisions and, by our faith in Christ, we need to work together for the future.

Deacon noted he has been hearing a lot of misinformation. There is no plan to have one religious ed program. Be careful how you transmit information.

### COMMITTEE REPORTS

**Liturgical Committee** – Pat reported the committee focused on the elimination of one of the Saturday Masses. OLOF proved to be the most centrally located of the six parishes. The committee were interested in knowing the amount collected from envelopes and basket contributions. Fr. Tom explained that this amount could not be segregated easily (if not at all). Much discussion ensued on this issue and Pat took this subject off the table for the time being. Pat asked if the 5:30 PM Mass at OLOF could become 4:30 PM. Fr. Tom responded that could be done. His 5-year projection is that there will be three worship sites with one priest.

**Buildings Committee** – Rod reported on the inspections of the six churches. Jen stated that the choir loft at St. Mary's needs to be checked soon. Fr. Tom will contact a Professional Engineer (PE) and arrange for the inspection of the loft.

**Outreach Committee** – Joelle asked that a Book of Prayer Intentions be used in each parish and that the current Prayer Lines be checked to see if they are still active.

Was the follow up done in all parishes to be sure that requests to see/talk with a Priest were acted upon?

Instead of having Confirmation students perform Community Service on their own, the committee suggested they be given a list so they can be more involved in their choice(s) and their activities should be monitored. The book, RESISTING HAPPINESS that was given to Parishioners last year, was excellent. The committee would like to see this done again this year and include a book for the Religious Ed students perhaps at Easter time. Fr. Tom said the committee should follow through with their suggestions.

Alicia reported a suggestion of the committee was that the EM's and Lectors educate parishioners about what they do and why when they serve during Mass. Fr. Tom agreed and asked that the committee work to set it up.

Greeters are used in the parishes and each system seems to work well. Families are greeting

in some churches and this is a good way to bring the children into the church.

The list of Ministries in the Living Stones report was researched by this committee. There are definite needs in Bombay, Constable, and Westville. She asked about Prison visits and was told that Fr. Lamica meets that need.

Peg explained that the Transition Committee discussed having a Ministry Fair at one of the earlier meetings. At that time, this idea was referred to the LEAD Committee for action. There will be a report of their findings soon.

**Administrative Committee** – After meeting for the first time, their committee members felt that they needed clarification as to their mission. Their goal so far is to make recommendations that are in the best interest of the six parishes. They are looking at the financial status of each church as of 9/30/17 and posed the following questions for discussion:

Can Quick Books Pro be set up as an accrual system vs. cash base?

*Fr. Tom said the Diocese uses the accrual system and we are cash based. Jerry said the current financials are not clear and asked why we aren't on the same system. Fr said he doesn't know why. It comes from the Diocese. The weekly envelopes and plate should cover all expenses.*

Are all Bookkeepers trained by the Diocese?

*Deacon said they receive no formal training. The Diocese offers no training. We only have 2 Bookkeepers among the six churches. They receive hourly pay. Father was asked to contact the Diocese and see if they will offer OJT training for our Bookkeepers. Sometimes they will make a visit but there is no formal classroom training.*

Has the Diocese responded to Father's request to hire an accounting firm?

*No. We do have figures from some accounting firms and they will be shared with this Committee.*

Should we have a Business Manager or is that too expensive or could we share one with other parish groupings? We need someone to oversee finances.

Should we have a Parish Council Meeting to bring them up to date?

*At this point, there is not much time to do this.*

**Faith Formation** – Deacon Brian said outreach is a very important part of this discussion. It was stated that many young parents do not attend church because of having to deal with their children during Mass. Cry rooms/nursery would be a pleasant addition. Also, a Christmas Pageant would be nice for the children. Members agreed this is an area that needs attention.

### **Further Discussion**

Jerry asked why incorporate St. Mary's and St. Joseph's? Fr. Tom said it allows for one Parish and two worship sites. If we were to incorporate all the churches there would be one Parish with multiple worship sites and one envelope, according to Jerry. Angie said she's not sure they all belong together. Ft. Covington and Bombay are on the west side of the county. Fr. Tom discussed different scenarios.

Jerry urged those present to voice their thoughts. There was more informal discussion relative to the financial situations of the individual churches. Keep in mind that no formal decisions were made. These discussions are informational only. One member mentioned he thought that combining Bombay & Ft. Covington would present problems because both are financially insolvent at this point. Ft. Covington cannot absorb the expenses of Bombay. Constable, Westville & Chateaugay would be financially ok to combine. *(Comment of the Administrative Committee)*

Even though St. Patrick's has been sold, it is still a legal entity and a corporation. It will be dissolved eventually. The Diocese does an evaluation every year and a yearly assessment. Alicia asked if a

representative from the Diocese could meet with us to discuss and answer questions about our issues. Father Tom will contact the CFO and invite him to meet. Father would like to give the CFO their list of questions ahead of time.

Father explained the distribution of the Diocesan Capital Campaign. The Bishop reversed the percentage to 75% to the parishes and 25% to the Diocese to be used for programs. The Chancery is funded through assessments.

Sharon reminded those present not to lose site of reaching the people and meeting their needs. It was asked what the life expectancy is of the Transition Committee. Father said he would like to keep it going but less frequent.

After discussion, it was the consensus of this committee to distribute weekly Bulletins after Mass. Father will check with the Parish Councils for their opinions.

Deacon Brian will forward the suggestions for Mass times and locations he has received to the Liturgy Committee via e-mail.

The next meeting will be December 11<sup>th</sup> at 6:00 PM (note time change) at St. Francis. The Agenda will include Mass Times and Seasonal Schedule.

The meeting adjourned at 8:25 PM after closing prayer.

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Father Tom Kornmeyer  
Pastor

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Lynda Jones, Recorder

**ADDENDUM (2) TO TRANSITION COMMITTEE  
MEETING MINUTES OF 11-20-17**

**Please make the following change to the minutes of the Transition Committee  
dated 11/20/17:**

**Page 2, "Further Discussion" second paragraph.....**

~~ONE/MEMBER/~~ **Jack** mentioned he thought that combining Bombay & Ft.  
Covington would present problems because ~~both/are/financially/insolvent/in/this/  
/profit.~~ **St. Joseph's is in financial distress.**

**Change to read:** Jack mentioned he thought that combining Bombay & Ft.  
Covington would present problems because St. Joseph's is in financial distress.

**December 8, 2017**