

Meeting-Minutes

Cluster 5 Pastoral & Finance Councils

03/11/2008

St. Peter's Center

Attendance

Present Paula Sprague (Acting Chair)

Tom Robinson, Kathleen Albert, Rose Legassey, Sandra Willard, Peter Cesare, Rose Rush, Jodi Vaznis, Roy Rivers, Sandra Lyons, Father Joel Cyr, Deacon Dan Watson, Roger Morin, Charles Theriault

Recording Secretaries: Rebeccah Smith & Nancy Rivers

Absent Al VanDine, Skip Madore, Harold Quackenbush, Lana Robinson, John Qualey, Carol Tanous

Opening

1. Meeting was called to order.6:45 PM
2. Opening Prayer by Roy Rivers
3. Welcomed Jodi Vaznis to Finance Council for St. Martins, replacing Arnold Hopkins. Also, welcomed Nancy Rivers, secretary of Pastoral Council and Rebeccah Smith, secretary of Finance Council.
4. Minutes of January 15, 2008 meeting were approved as written

Discussion, decisions, assignments

Finance Council Minutes:

Paula expressed in the Financial Council's breakout session that everyone needs to update e-mail addresses with her so that she is able to send correspondence.

Discussion led by Peter Cesare

CDM=Christ the Divine Mercy Cluster

PLEASE REFER TO PETER'S THREE HANDOUTS

1.) CDM'S FINANCIAL DATA PACKET

2.) PASTOR'S ANNUAL RECTORY EXPENSES

3.) DRAFT OF LETTER TO BISHOP/ PROPOSAL TO SELL ST.

MARTIN'S PARISH CENTER

Peter presented the CDM's financial data packet which discusses the fiscal year of 7/1/2007-6/30/08. This packet explains the current specific numbers of how the three worship sites of St. Martin's, St. Peter's and St. Benedict's share expenses. The major topic discussed on this evening that Peter wanted to resolve was the fact that St. Martin's currently is providing the Priest (used by CDM Cluster) with the Rectory costs as well as paying the majority of Father's salary and relief is needed for St. Martin's.

Peter's point with the handout and the numbers that it shows for each worship site is that St. Martin's cannot continue to pay for these expenses while heating prices are on the rise, funerals are averaging higher then new members joining as well as the Chancery Assessment still is needed to be paid.

Peter proposed the equation of 50/30/20 to replace the current ratio where each worship site would provide a percentage of the costs that are shared under CDM responsibilities such as the Rectory costs, for example. St. Martin's=50 percent St. Peter's =30 percent St. Benedict's=20 percent. These percentages that Peter calculated for each worship site were based on income that each worship site had for the last fiscal year. (7/1/06 to 6/30/07). Income calculated is in the form of stole fees, offertories collected as well as worship site size (# of masses). These income reports were generated from each worship sites monthly sheets that Peter and Charlene have gone over from the last fiscal year. (7/1/06 to 6/30/07).

Note-Census is usually placed into the above equation for consideration in research of splitting costs between worship sites but there is no current Census for CDM Cluster.

Father Cyr made clear that a decision by July 1, 2008 needs to be made with regards as to how the three worship sites are to share mutual expenses (such as Rectory costs) and what equation/ratio could unanimously be voted on. If this could not be done by July 1, 2008 then Father Cyr would step in and make the ultimate decision for the CDM. Peter expressed that he wanted a vote on a decision (whether it was his proposal or not) as to how mutual costs are to be shared by a proposed equation/ratio by the three worship sites so that St. Martin's could see relief ASAP. The three worship sites agreed that the costs should be shared effective April 1, 2008 and a motion was made by Roger Morin and seconded by Sandra Lyons that expenses (the Rectory) are to be shared by the three worship sites by using Peter's proposed 50/30/20 formula so that immediate action can be taken to relieve St. Martin's. This motion that was seconded was agreed upon with a show of hands by all that were present. Charlene would be made aware of the changes. It was made clear with this vote that anyone from each worship site can present in the future formulas and equations that could be voted on to replace Peter's formula.

Peter also presented a draft letter that is going to be sent to Bishop Malone regarding the sale of the Parish Center. The money from this sale would be allocated as a "long term asset". This would mean that the funds from the sale of the Parish Center could not be used for re-paving the St. Martin's parking lot, heating costs of worship site, etc. In other words "Not to be consumed". This "long term asset" would be placed in the Diocese long term assessment fund that has a 30 year history of having over a 10 percent profit return. A 4 percent return on this "long term asset" would not be assessed by the Bishop. If God is great and we sell the Parish Center for \$400,000-then this would only be a benefit to us! Arrangements are currently being made by the groups, folks, etc. that use the Parish Center to move into the St. Martin's church to prepare for the sale of the Parish Center as well as to dramatically and immediately cut operating costs. There has been one possibly interested party (KVHC-Katahdin Valley Health Center) in purchasing the Parish Center. Charlie Theriault made clear to the

Council that he was establishing a purchase price for the St Martin's Parish Center and is not the "go between: of St Martin's and KVHC.

ACTIONS FOR NEXT MEETING...

- 1.) Each worship site needs to examine operating costs and how each site can cut costs at this time then bring back ideas to group for sharing at next financial meeting. This information can be gathered by looking at last year's fiscal calendar to see "expenses". "Income" can also be examined to see how to maximize the gifts that are received. Every little bit counts!
- 2.) Each worship site is to research (as Peter has done for St. Martin's) by researching Incomes/ Expenses/Assessments to come up with any formula's/ratios/equations that can be presented to CDM Finance Council for consideration.

Finance Council concluded discussions at 7:40 p.m.

Thanks you to Peter Cesare for the many hours of work he put into gathering his presentation for the Finance Council on this meeting!

Minutes of the Finance Council respectfully submitted by Rebeccah Smith

Pastoral Council Minutes:

Discussion led by Sandra Willard

1. Discussed letter of invitation back to church for the inactive Catholics.
 - Volunteers from each worship site have prepared drafts.
 - The volunteer authors from St. Martin's and St. Peter's to contact Janet DeGraw (St. Benedict's) and arrange to meet and collaborate on the letter.

- It was decided not to including an envelope with the invitation letter. (Tithing would most likely be forthcoming with the return of individuals.)
 - Additional ideas....
 - Going door to door in teams to chat
 - Reinstating a program such as; Catholics Can Always Come Home program
 - Research methods used by other churches
2. April is nomination month for upcoming vacancies in Cluster Councils. Those ending a term in June are: Tom Robinson, Harold Quackenbush, Kathleen Albert, John Qualey, Sandra Lyons, and Roger Morin.
- The first weekend of April an announcement will be made at each worship site before each Mass.
 - Ballots and pencils will be available in the pews
 - At the end of each Mass, ushers will collect the ballots.
 - Ballots will be delivered to discernment teams (local committees).
 - Individuals will be contacted and asked to serve.
 - Discernment of interested individuals to occur in May.
3. Incorporate the roles of Parish Business Coordinator and Pastoral Life Coordinator into the discussion. – This item was not discussed due to time constraints

ACTIONS FOR NEXT MEETING...

The volunteer authors from St. Martin's and St. Peter's to contact Janet DeGraw (St. Benedict's) and collaborate on the letter of invitation back letter.

Deacon Dan to find information on Catholics Can Always Come Home Program

Minutes of the Pastoral Council respectfully submitted by Nancy Rivers

Wrap Up

- Rejoin two councils into one group approximately: 8:10 PM.
- Briefly shared discussions of each council
- Closing prayer: Rose Rush
- Adjourn. 8:30 PM

Next Meetings

- ❖ April 15, 2008 6:00PM @ St. Peter's Center, Cluster 5 Financial Strategy Meeting (Cluster Finance Council and Local Finance Commissions)
- ❖ May 20, 2008 6:30 PM @St Peter's Center Cluster Finance and Pastoral Council