

**SAINT BRENDAN THE NAVIGATOR CATHOLIC COMMUNITY
INTERIM PASTORAL COUNCIL
MINUTES for MEETING on WEDNESDAY, AUGUST 25, 2021
6 pm – 7:30 pm (90 Minutes)**

**APPOINTED (12), *EX-OFFICIO MEMBERS* (12), and GUEST (0); (24 Invitees; 12 Voting Members)
THIS MEETING ONLY: ATTENDANCE for APPOINTED (75%) and EX-OFFICIO MEMBERS (42%) = 58% Overall
3 MEETINGS (Jul => Aug): ATTENDANCE for APPOINTED (81%) and EX-OFFICIO MEMBERS (50%) = 65% Overall**

CH: Chair	FC: Finance Council	SJS: Saint Joseph School	TRST: Trustee
INT: Intervener	REC: Recorder	TK: Timekeeper	TR: Translator
P: Present	E: Excused	A: Absent	

APPOINTED MEMBERS (12): VOTING MEMBERS

Liliam Almaraz-Brennan	P	Kimberly Borges (REC, TK)	P	Ryan Boyle	A
Joanne Davis (CH)	P	Catherine Driscoll	P	Diane Enders	P
Karen Henry (INT)	P	Rich Muckle	P	Ralph Pezzello	P
Gladys Ramos	E	Ethel Reed	P	Jocelyn Rosario	E

EX-OFFICIO MEMBERS (11 + 1 ALTERNATE TRUSTEE); NON-VOTING MEMBERS

<i>Padre Henry Agudelo</i>	P	<i>Deacon Jesus Diez Canseco</i>	A	<i>Father Tony DiMarco</i>	P
<i>Deacon Rod Gaynor</i>	A	<i>Sor Estela Moya Solano</i>	E	<i>Father Mark O'Donnell</i>	P
<i>Deacon Mario Ramos</i>	E				
<i>Dan Adams (FC)</i>	A	<i>Anthony "Bud" Joyce (TRST)</i>	P	<i>Carol McKenna (TRST)</i>	P
<i>Sandy Pizarz (SJS)</i>	A	<i>Heather-Jo Purcell (ALT TRST)</i>	E		

GUESTS (0)

MINUTES

Definition of “Quorum” = More than 50% = 7 Voting Members (Definition to be specified in the Bylaws)

This Meeting: 9 Voting Members present; Quorum is established

TOPIC	DISCUSSION	DECISION / ACTION
1. Personal Intentions and Opening Prayer	Father Mark led us in the Opening Prayer of Saint Brendan the Navigator	
2. Meeting Structure a) Introductions / Ice Breaker b) Review of Agenda c) Begin with the End in Mind: Meeting Objectives and Outcomes	a) A few Members shared a description of a place they want to revisit b) C. Driscoll suggested “Communication with Parishioners about the Interim Pastoral Council” be added to the Agenda c) “Begin with the End in Mind:” J. Davis stated the objectives are to review the 2 DRAFT sections of the Bylaws for feedback and revision as indicated; “Elections” and “Meetings” are the last 2 Bylaws sections to be reviewed	a) Introductions b) Agenda accepted as revised c) Information and outcome-focused
3. Minutes of 08/04/21 Meeting		D. Enders made a motion to accept the Minutes as distributed; C. Driscoll seconded the motion Minutes unanimously accepted as distributed
4. Pastoral Council (PC) Bylaws a) 3 Work Groups i. DRAFT Elections Section for Bylaws ii. DRAFT Meetings, Amendments, and Appendices Sections for Bylaws iii. Nominating Committee	The Interim PC is a working group with 2 goals: 1. Develop and approve the Bylaws 2. Organize and conduct the Council election Appointed Members of the Interim PC do not automatically become Members of the Pastoral Council; Must be elected a) Work Groups: i. Elections, Nominating Committee, and Vacancies: J. Davis led the review of the DRAFT developed by D. Enders, G. Ramos, J. Davis o The distinction was made between “Candidate” (interested parishioner), “Nominee” (Candidate approved by Father Mark), and “Elected” (Nominee voted into office by parishioners via ballot) o Nominating Committee: Discussion ensued re #8 o There was considerable discussion about the election process and the listing of Nominees on the ballot; It was clarified, and confirmed, that each Church will have 4 representatives; For SMSS, this is comprised of 1 representative for the English-speaking parishioners and 3 representatives for the Spanish-speaking parishioners o There was continued discussion about who is eligible	a) i. Recommendations: Voting takes place on the same weekend at all the Masses; Arrangements are made for home-bound parishioners There is 1 ballot that lists the names of each Nominee with his/her respective Church The 4 Nominees with the greatest number of votes for each Church are elected to assure equal representation across The Community Motion re eligibility to vote: 6 Favorable; 0 opposed; 3 Abstained; Motion PASSED Work Group Members to incorporate this feedback into REVISED version for our next meeting ii. Discussion deferred until our next meeting iii. Discussion deferred until our next meeting

	<p>to vote; B. Joyce expressed concern about knowing who is voting; L. Almaraz-Brennan stated that parishioners who have received the Sacrament of Confirmation (about 14 years of age) should be eligible to vote</p> <ul style="list-style-type: none"> ○ R. Muckle made a motion that all parishioners who are 18 years of age and older be eligible to vote; K. Henry seconded the motion; Ushers will distribute ballots to those parishioners who are at least 18 years of age ○ Once the votes have been counted, the Nominating Committee submits the results to Father Mark; He may appoint a representative to fill a vacant position (where a Church had less than 4 Nominees); He may adjust the balance by appointing another Nominee; This is done in consultation with the Interim PC Members ○ REVISED Intent to Serve Form: Reviewed; Sections in BLUE to be moved to “Information Packet for Nominees;” No recommendations for changes ○ Vacancies: No recommendations for changes <p>ii. DRAFT Meetings, Amendments, and Appendices Section was distributed; No time for discussion</p> <p>iii. Nominating Committee: No time for discussion</p>	
<p>5. Communication to Parishioners about the Work of the Interim Pastoral Council</p>	<p>C. Driscoll suggested that the work of the Interim PC be available to parishioners</p> <p>Suggestions included:</p> <ul style="list-style-type: none"> a) Approved Minutes b) Agenda c) Announcement of Meetings <p>Suggestions of communication include printing a Summary in the Bulletin, posting meeting materials on the website</p> <p>R. Muckle suggested that the upcoming election start to be announced</p>	<p>J. Davis to pursue these processes with Father Mark</p> <p>J. Polcaro to publish an announcement about the upcoming election in the Bulletin</p>

6. Next Meeting and Goals	Tuesday, September 14 from 6:15 pm to 7:45 pm at Saint Paul Church Hall NOTE 1: This meeting was subsequently postponed NOTE 2: This meeting was rescheduled for Monday, September 27 from 6 pm to 7:15 pm at Saint Paul Church Hall	Review REVISED Elections section Discuss DRAFT Meetings, section Group 3: Nominating Committee: Need Volunteer from SJC, SMSS, Ex-Officio; To begin their work Group 4: Write Bylaws in Bylaws format: Need Volunteer from SJC, SMSS, Ex-Officio; To begin their work
7. Community Events a) Feast of the Assumption b) Community Dinner (Year of Saint Joseph) c) Volunteer and Staff Appreciation Luncheon	a) D. Enders asked about changing the Mass at Saint Joseph Church to a later time (e.g., 12 Noon or 12:30 pm) as there was a delay after the 9:30 am Mass in starting the Procession to Saint Joseph Church for the Blessing of the Sick b) Council Members encouraged to attend c) Invitation to be mailed early September	a) Father Mark stated that many people wanted to speak with Bishop Cote and to take photos with him after Mass; He was very accommodating to these requests; Father Mark will consider a later Mass time for the future b) Information c) Information
8. Round Table		Deferred
9. Personal Intentions, Closing Prayer, and Adjournment	R. Muckle offered a Closing Prayer	Adjourned at 7:45 pm

Respectfully submitted,
Kimberly Borges, Recorder