

**SAINT BRENDAN THE NAVIGATOR CATHOLIC COMMUNITY  
 INTERIM PASTORAL COUNCIL  
 MINUTES for MEETING on WEDNESDAY, AUGUST 4, 2021  
 6 pm – 7:30 pm (90 Minutes)**

**APPOINTED (12), *EX-OFFICIO MEMBERS* (12), and GUEST (1); (25 Invitees; 12 Voting Members)  
 ATTENDANCE for APPOINTED and EX-OFFICIO MEMBERS = 67%**

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

**APPOINTED MEMBERS (12): VOTING MEMBERS**

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

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

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

**GUESTS (1)**

Lucas Brennan-Almaraz (**TR**)      E

## 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) Meeting Objectives and Outcomes; Need 4 Work Groups d) Review of <b>DRAFT</b> Interim PC Member List	a) Each attendee shared a brief pleasant, memorable summer experience b) No suggested changes c) “Begin with the End in Mind:” J. Davis stated the need to have volunteers form 4 Work Groups by the end of the meeting d) Member List circulated for confirmation or update	a) Introductions b) Agenda accepted as distributed c) Information and outcome-focused d) To be reviewed at next meeting for those who have not yet confirmed their contact information
3. Minutes of 07/07/21 Meeting		D. Enders made a motion to accept the Minutes as distributed; C. Driscoll seconded the motion Minutes unanimously accepted as distributed
4. Update on the Transition	Father Mark described the technical difficulties with the phone and computer system capabilities, functions; He has conducted several tours	Information
5. Pastoral Council (PC) Bylaws a) <b>DRAFT</b> : Leadership Positions, Terms of Office b) Form 4 Work Groups i. <u>Group 1</u> : Develop a <b>DRAFT</b> Elections Section for Bylaws ii. <u>Group 2</u> : Develop a <b>DRAFT</b> Meetings, Amendments, and Appendices Sections for Bylaws iii. <u>Group 3</u> : Form Nominating Committee iv. <u>Group 4</u> : Write <b>DRAFT</b> Bylaws in Bylaws format	a) J. Davis led the review of the <b>DRAFT</b> developed by D. Enders, G. Ramos, J. Davis; Discussion ensued: <ul style="list-style-type: none"> <li>• It was suggested that Secretary Responsibility #7 be moved to the Chair</li> <li>• There was considerable discussion about the need, role of a dedicated Communications Member/Guest (Translator, Interpreter, Broker) as it is essential that we assure effective communication (understand and be understood) in each Member’s primary language; This individual: <ul style="list-style-type: none"> <li>○ Translates all meeting materials</li> <li>○ Functions as the Translator for our Council meetings</li> <li>○ Translates Council activities for the Bulletin, website, other communication vehicles</li> </ul> </li> <li>• Discussion ensued about the <b>Intent to Serve Form</b>: <ul style="list-style-type: none"> <li>○ D. Enders stated that it needs to be clear that, of the 4 PC Members elected from each Church in Nov, 2021, 2 will serve a 2-year term; 2 will serve a 3-year term as 2022 is a transition year</li> </ul> </li> </ul>	a) Work Group Members to incorporate this feedback into <b>REVISED</b> version for our next Interim PC meeting b) Volunteers: <ul style="list-style-type: none"> <li>i. <u>Group 1</u>: D. Enders, G. Ramos, J. Davis; Meetings to be scheduled</li> <li>ii. <u>Group 2</u>: Sor Estela, E. Reed, J. Rosario, J. Davis; Meetings to be scheduled</li> <li>iii. <u>Group 3</u>: C. Driscoll, E. Reed, J. Davis; To convene when Bylaws are more fully developed</li> <li>iv. <u>Group 4</u>: K. Borges, J. Davis; To convene when all parts of the <b>DRAFT</b> Bylaws have been reviewed by the Interim PC</li> </ul>

	<ul style="list-style-type: none"> <li>○ The need for the candidate’s photo was discussed; Should this be required, D. Enders suggested that the photo be taken by the Saint Joseph Admin Ctr staff for consistency (size, composition, etc.)</li> <li>○ Father Mark suggested that the criteria include the attestation that the potential candidate be “a member in good standing in the Roman Catholic Church;” Definition to be included on Form</li> <li>○ When approved, <b>Intent to Serve Form</b> will be made widely available for parishioners as part of the Nominating process</li> </ul> <p>b) J. Davis to provide each Work Group content for their respective topics per the current Bylaws for each Church and the Diocese of Norwich Guidelines for Pastoral Councils</p>	
6. Recap of Work Groups: Members, Responsibilities, Target Dates	Members for each Work Group listed above	<b>DRAFT</b> for the Election Process and <b>DRAFT</b> for Meetings, Amendments, and Appendices to be presented, discussed at our next meeting
7. Next Meeting	Wednesday, August 25 from 6 pm to 7:30 pm at Saint Paul Church Hall	
8. Round Table	<p>Father Mark:</p> <ol style="list-style-type: none"> <li>1. Statue of Saint Dymphna commissioned to be sculpted in cedar in Puerto Rico; To be placed at Saint Joseph Admin Ctr; She is the Patron Saint for those who experience mental, emotional, nervous disorders</li> <li>2. School building repairs deferred until Spring, 2022</li> <li>3. Diocese of Norwich’s bankruptcy declaration is in relation to a corporate lawsuit based on 60 allegations of abuse at Mount Saint John; Bankruptcy involves developing a plan to compensate all plaintiffs; Individual Churches are financially protected; Father Mark encouraged prayers for those who were abused, Bishop Cote</li> </ol> <p>D. Enders: Asked about the timeline for reinstating Eucharistic Ministers; Father Mark will concur with the direction set by the Diocese of Norwich</p>	
9. Personal Intentions, Closing Prayer, and Adjournment	<p>Personal intentions were offered</p> <p>J. Rosario led us in our Closing Prayer</p>	Adjourned at 7:45 pm

Respectfully submitted,  
Kimberly Borges, Recorder