

CHURCH OF THE INCARNATION
Pastoral Council Minutes
October 27, 2021

Attendance:

Lesly Aleman	Saray de la Cruz	Marianne Kish ✓
Doug Campbell ✓	Michelle Edwards ✓	Mark Niehaus ✓
Carmen Chandross ✓	Mitchell Hillman	Monsignor Keeney ✓
Patti Clifford ✓	Sarah Jones ✓	

Meeting called to order at 7:05 PM.

- I. Opening Night Prayer led by Monsignor Keeney. Special intentions for recent parishioner deaths.
- II. Approval of minutes.
 - A. May 26 – Approved unanimously with minor correction/typo
 - B. Aug 25 – Approved unanimously
- III. Parish Council Discernment - Nov 6, 2021
(Review of discernment Procedures. Draft agenda passed out.)
 - Monsignor: I would like many more people to be present for the process.
 - Marianne: We are fortunate that a number of people have already accepted the nomination. I would like to clarify if any other council members will be attending.
 - Saray and Doug confirmed they will be attending.
 - Marianne: Another concern is that none of the nominations are from the Spanish community. This is important since we have benefited greatly from the collaboration with Spanish leadership, especially when considering the multicultural committee.
 - Marianne: I would like to clarify that the order of events on the proposed Discernment Day agenda is correct.
 - Monsignor: Yes, it is.
- IV. 2021-2022 Parish Council Items
 - Marianne: there are several housekeeping items to consider including pictures of the pastoral council members for the hallway bulletin board, the process of discerning a new executive committee and members for other committees, etc. Some of these will be added as future agenda items. Others may be communicated as requests via email.
 - Marianne: one important housekeeping item is we will also need to consider rescheduling the Nov and Dec meetings, since they conflict with holidays.
 - Monsignor: I would prefer for the December meeting to be a social meeting.
- V. Pastoral Council Committees - Final Notes
 - Marianne: the next council will need to decide if we will keep the same committees and the same objectives for each of the committees. As part of that, we want to provide a final status update of each of the committees.

A. Multicultural Parish Committee

- Marianne: Let's discuss Multicultural Parish Committee first. Can someone please give an update on the processions?
- Monsignor: The processions have gone so well that we have added another date, and this has increased attendance in the services since we have started the processions.
- Carmen: I have attended three of them, and it was very nice to see new people that attended this. I have attended the one at Southwood, downtown & Townwood. Some of the people who attended were infirm. The last one had so many kids and families.
- Monsignor: We had a lot of looks. One African American guy was driving his car and asked, "What's going on?" and this was an opportunity to explain.
- Monsignor: Regarding Townwood, at this time I will need to prioritize my health and we will need to pause on moving forward on this outreach effort for now.
- Doug: I think that there are other things we will have to address before moving forward with Townwood. When considering outreach to a family, everyone needs to be Virtus qualified. I would like to make it a point for every pastoral council member to be Virtus certified. We also need to become more familiar with the Boys & Girls club's presence at Southwood. The Townwood folks expressed that they needed something like that. We do not need to copy this, but to start with a model so at least we have done a fair amount of preparation.
- Monsignor: If Pastoral Council members would like to pursue this I will back that up.
- Doug: I am concerned that without the proper preparation we may have a lot of false starts.
- Marianne: Would it be possible to get permission for a tour of Southwood to have a better idea.
- Monsignor: I could set up a meeting with Dan (BGC).
- Michelle: Should setting up a meeting be something the multicultural committee could be a part of.
- Marianne: Right now, this will remain with the Multicultural committee.
- Monsignor: I am willing to do this small step.
- Doug: Just like PACHEM, this type of outreach energizes people and I know several retired teachers that are ready to leap at this opportunity.
- Sarah: The fact that they are ready to leap at it is great, but to Doug's point we will have to consider our approach to make sure we avoid false starts and that our efforts are fruitful.
- Carmen: It is useful that we have already made the connection with Townwood
- Monsignor: You can look at the Southwood project online/virtually.

B. Hospitality Committee

- Monsignor: On the welcome desk, I have asked Vonnie to start the recruitment process e.g., thru bulletin and Flocknote – so this is a ministry we recruit for.
- Marianne: Thank you, Michelle, for taking leadership for this. Is there any other hospitality item we need to consider for the next PC?
- Michelle: The greeters, welcome table, and ushers should all be under the umbrella of hospitality committee. I noticed that we could use people to help open doors and welcome people to mass.
- Monsignor: The greeters often did this for people, but COVID has reduced these numbers.
- Michelle: Having the welcome desk helps communication. I had one guy get a little upset at me because he was asked to please consider wearing a mask.

C. Mission & Vision Committee

- Sarah: Our committee discussed changing the word “inclusive” to “inviting” as suggested by the Finance Committee. Would someone like to make a motion to change this verbiage?
- Motion to change the wording of our Vision Statement from

Our church will be *an inclusive*, nurturing, hospitable and multicultural parish where all are welcome as we proclaim the Gospel and grow new disciples in the greater Charlottesville area.

to

Our church will be *an inviting*, nurturing, hospitable and multicultural parish where all are welcome as we proclaim the Gospel and grow new disciples in the greater Charlottesville area.

made by Mark and a second to the motion offered by Michelle. Motion approved unanimously.

- Monsignor: I accept this new Mission & Vision statement with the change in the wording.
- Marianne: As the May minutes show, we had an engaging discussion of strategic objectives. Where we left it we were discussing strategic objectives and how we can weave this through our ministries. For example, Christian formation: how can we use mission/vision as part of what we are doing in the classrooms.
- Sarah: I would also like to point out that the Incarnation web page still lists the old Mission & Vision statements.
- Monsignor: Now the staff can approve it, so please send to Sarah, Missy & Chip

- Marianne: We were thinking that this was a defining part of our current Pastoral Council's activity and should be included in the beginning of discernment as part of the pastoral council overview.
- Monsignor: Yes, I would like this to specifically be discussed as a Pastoral Council item during the discernment on November 6th.
- Mark: I would like to pause and recognize the effort behind this, especially the leadership by Doug. I am looking forward to taking it and using it.
- Sarah & Marianne: We plan to give a package of information, including the books we have read to prepare for Mission & Vision, to the new PC members after discernment.

VI. Our Lady of Peace Property

- Monsignor: I have been approached by Our Lady of Peace to buy some of our property to allow them to extend their nursing facility, add a chapel and a designated physical therapy space. They initially approached me with the idea of a building that would stretch across the road and onto the other side with the plan of adding another road. I didn't like that and offered a compromised to presser come off building and do a dog leg and the property on this side that has a flat section & goes up on their hill, that we have no future use for that property, and I also did suggest that they may need parking. I don't want to lose ownership of parking, but if they were to add parking, we could install easement to allow for them to use during the week and we will have use of it during the weekend, which will allow for a whole other section of parking and there is less temptation to park on the circle. There would be an arm's length transaction with the diocese setting the "fair market value" section that we could sell and this will be brought back to the finance council to upgrade our own parking (e.g. curbing, car stops, grading & repaving), so that will provide at least some money toward that. I am not approving a sale right now, but I am looking for PC to approve moving forward with exploring.
- Marianne: What is the timing?
- Monsignor: They are ready to do this now. They are overstocked with "beds" in Roanoke that they will be transferring here.
- Motion was made by Mark and a second to the motion offered by Marianne. Motion approved unanimously.

Old Business

VII. Listening Sessions to start Nov 12th

- Monsignor: I have tried to make it a point of not just says "poor me poor me" during these listening sessions, but Fr Chris and I have discussed how that if we're already challenged what will it look like if the next guy (to pastor our church) if they could not keep up with these commitments. We had a very good July & Aug, but then Sept

dropped through the floor. We've had two full time positions where I've not made rehires. Earlier this year Sheila's position I've redistributed to other staff. Erika has found "the job she is meant for" where she helps with foster parents with troubled arrangements. I have thoughts to take this full-time position and make it into a I have made an offer to someone, but whether the person accepts this position or not I'm not sure. This person worked for the diocese prior to coming here. I would like to have the other person we hire for adult education to be a Spanish speaker, so they would work together. We've cut the budget tremendously in a lot of places. It has been a hard budget to keep. For the stewardship weekend, there have been a number of people who have cancelled their automatic giving. It is unclear if this is because they are now coming in person or if they left the parish. Now we also have 3 payrolls, which is \$22K each, which just hit all at the same time, and this had some impact on the timing of things right now. Give us an idea of what the stewardship for the next year will be. It has been difficult this last year because of all the vagaries of the world.

- Mark: Has there been any progress made regarding how to donate with an app in pew
- Monsignor: one of the reasons why our budget is so tight, our largest donor has made it clear that they are no longer going to be contributing related to diocese related conflict. This is an income reduction of 15%.
- Doug: While I understand your reluctance to stand up and ask for donations, you are obligated to provide solutions or alternatives so that we can change this to sustain the parish.
- Monsignor: What I would like is to is reduce the number of services to one on the day off. I do not want to cut confessions.
- Carmen: Is service without the pastor an option?
- Monsignor: The one time we did this was because it was an emergency. This should not be a part of the plan.
- Mark: I would respectfully say that a plethora of mass options may not drive new growth. I would like to also support that sustainability for the priests is very important and you should go into the listening sessions with a proposed plan.
- Mark: can we do an internal sign up for the listening sessions? [for pastoral council members to attend]?
- Marianne agrees and plans on setting this up.

VIII. Finance Council Notes

IX. Pastor's notes

- Monsignor: Just that continue to work with the Mission Church to help support their own parish including the rectory costs as a priest
- Mark: Do you have a rough time frame that they would be able to support a priest?

- Monsignor: Right now, they support 2 days of a salary of a priest, which covers the time we are actually spending there. Over time I would like to build up a savings until we have enough for an endowment (\$60K). This may take 7 to 10 years.
- Monsignor: The only other thing is Sarah is back [in the office].

X. Open Forum

A. Upcoming Holiday Gift Drives

- Doug: Reminder about the church Angel Tree and Knight of Columbus Coat Drive
- Monsignor: Knights of Columbus is asking for financial donations for coats. Izzy has another volunteer that is helping him.

B. Discernment (in addition to above)

- Sarah: How else can we advertise discernment to the Spanish community?
- Monsignor: Announce at mass.
- Carmen: I know of 3 people who plan to come.
- Sarah: Sheila translated last year. Do we have someone who can help this year?
- Monsignor: Carmen will you be there? Can you help translate?
- Carmen: I was confused if a procession was happening at that time, but I will be able to come.

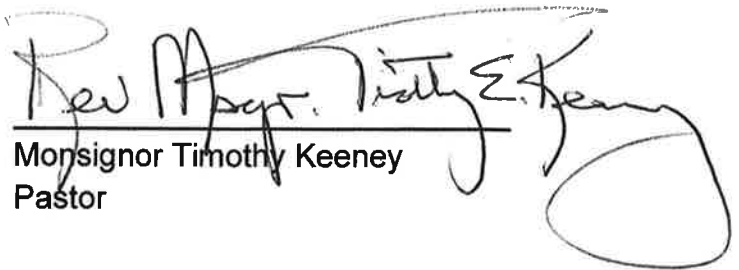
XI. Meeting Takeaways

Takeaways: Our next meeting will be post-discernment, but we will have to change the date, so please look for emails for Nov/Dec rescheduling. At the next meeting we will be welcoming new members & electing new EPC members

Closing prayer lead by Monsignor. Meeting adjourned at 8:25 PM



Marianne D. Kish
Pastoral Council Chair



Monsignor Timothy Keeney
Pastor