

**St. Bede Pastoral Council**  
**Meeting Minutes**  
**April 26, 2006**

**Present:** Fr. Abe, Greg Ballentine, Rosanne Black, Carol Brandely, Toni Collingwood, Sasha Digges, Ginger DiLoreto, Noel Fort, Charles Leahey, Mary Le Gouellec, John McCormack, Betty Morris, Bob Morris, Tina Straight, William Theroux, Jeannie Trainum

**Absent:** Dave Clemens, Francis Capone, P.J. McQuade

Rosanne called the meeting to order at 7 pm and Sasha led the opening prayer. The March PC minutes were approved.

**Committee Reports:**

Liturgy Committee (LC): Betty distributed the LC meeting minutes from the March 30 session. Betty then announced that this was her last PC meeting representing the LC and she introduced Carol Brandely who is the new Chair of the LC.

On behalf of the PC, Rosanne thanked Betty for her devoted service as the LC representative to the PC and welcomed Carol.

Carol continued with the LC report stating:

- 1) She would send out via email the LC meeting minutes from the previous nights meeting as soon as they were available
- 2) New lectors and Eucharist Ministers have been trained but there are still some empty spots at some Masses and we are short in the AA position as well.
- 3) The Life teen confirmations will be Tuesday May 9<sup>th</sup>
- 4) Our Easter celebrations had an attendance (including the church, the CCM and Parish Center) of about 9000 people. (1700 at the CCM and Parish Center). This number includes the Vigil Mass and all Easter Masses but not Thursday and Friday services. Parking as expected was an issue.
- 5) May and June will bring several special liturgy programs.
- 6) There is the possibility of a Spanish Mass and a group led by Jean Triolo has started the organizing. Thus far Eucharistic Ministers, Lectors and Sacristans have been trained. Fr. Abe noted that 2 parishioners have their certificates for Hispanic Ministry and therefore are qualified to begin an outreach effort. These comments started a dialogue:
  - a) The Hispanic community is large and growing and there are no Masses available locally in Spanish. We need to be proactive in this effort.
  - b) Fr. Alex Credo (Reverend Alejandro P. Credo) our new Parochial Vicar does speak Spanish, Fr. Malabad does a Spanish Mass in Portsmouth and Fr. Abe can say the Mass in Spanish.
  - c) This will have an impact on the rest of the parish and Fr. Abe will work with all interested parties in the parish and at the Diocese of Richmond.
  - d) A possible time for the Spanish Mass would be 2 pm on Sunday at the CCM.

- e) Comments followed in support of this effort and also that we should consider how we can help the Spanish only speakers to learn English.
- f) This will be a special challenge for the Social Ministry since there may be a higher need around things like medical care. Teaching English can help with assisting these people. Currently the Old Towne Medical Center offers medical help to Spanish only speakers but the lack of translators and transportation keep this less than optimal.
- g) There is a history of other parishes introducing English into Spanish Masses via bi-lingual Masses.
- h) We currently offer a Tuesday night ESL class at the church and also the Rosary in Spanish that same evening. These along with previously mentioned efforts could help to keep these individuals from feeling isolated from the larger parish community. If the Spanish Mass were held once a month we would welcome and encourage their participation at the English Masses.
- i) It could be helpful to see if the local government organizations could provide some census figures. At the same time the current immigration issues in the news keep many reluctant to come forward.

Social Ministry (SM): A written report was sent to Rosanne that related:

- 1) In April 30 clients were served
- 2) Support was provided in several areas including: utilities, medical prescriptions, food vouchers, etc.
- 3) 54 bags of food were distributed

Young Adult Ministry (YA): Dan submitted a report that stated:

- 1) The YA continues to grow and currently they are focusing on a study of Mary using texts developed by Scott Hahn
- 2) Recruitment of new members will continue with a sign-up table in the Commons

Christian Formation (CF): No report

Stewardship Committee (SC): No report

### **Old Business:**

Comments on the March Roundtable: Approximately 65 people were in attendance and much of the evening's discussion related to the area of Christian Formation. To this point Fr. Abe stated:

- 1) We are still trying to create a better space for our children to learn and to that end having the 6-7-8 grades move to Walsingham on Sunday mornings in the Fall is a possibility. The K-5 grades are already there.

- 2) Whether all training could be done at Walsingham is dependent on many factors including parking.
- 3) The big thrust now is getting catechists into the Pathways Program. This is a Diocesan level program and initiative. It includes formal preparation, training, diplomas, etc. This takes a lot of time and energy.
- 4) Fr. Abe emphasized that the PC has the opportunity to meet with the CF group to learn about these programs, to ask questions and receive updates.
- 5) Following up on the whole area of education Fr. Abe commented that the "Lighthouse Catholic Media Center" CDs (available in the Commons) are selling well. Rosanne added that 3 orders for distinct titles have been placed and we recently received 8 new titles, which brings us to a total of 23 titles to date. The first two have sold well (96% and 80% respectively) and the third group of 8 titles which just arrived are expected too sell well. There are titles (topics) that should appeal to all generations. This program is financially self-sustaining. There is also a lending library available to all at the other end of the Commons.
- 6) The next roundtable is planned for June 28 but is to be confirmed. (We don't want to conflict with Monday and Wednesday night swim meets during the summer months.) Toni related that as a result of the first three such efforts she has changed her process for organizing the neighborhoods. In the past she would use contacts in a neighborhood as a starting point and work out from there. Now she has divided the parish into 15 groups geographically using maps of JCC and Williamsburg. Within the area she then creates an umbrella of neighborhoods. Using a parish listing she gets one person as a leader and the effort to get people together begins. Currently Toni has developed a list of 32 neighborhood groups which includes @ 1000 families or about 1/3 of the parish.

Newcomers' Receptions, Lenten Soup Suppers, etc: Rosanne thanked all who had volunteered for these various activities. She reminded everyone that the next Newcomers' Reception would be in mid June and that we should wear our PC nametags at all such events.

Parish Community Life Committee (PCL): a written report was submitted that related:

- 1) In March the first of the month coffee and donuts after Mass were successfully done
- 2) Refreshments were provided at the Lenten Retreat
- 3) PCL supported Miriam's going away party
- 4) Most of the food for these events is prepared by parishioners
- 5) Upcoming programs to be supported include the May and April first Sunday programs, the May 9th reception after confirmation, the May 18th organ recital (which will include refreshments and box lunches) and the June 4<sup>th</sup> reception for Fr. Gabriel

**New Business:**

Comments from Fr. Abe: Fr. Abe offered the following:

- 1) There have been some staff changes. Jack Bray resigned from the Social Ministry and for now a group of SM volunteers are running the program as a shared ministry. The primary Coordinator during the week (24 hrs.) is Gail Vaughan and the Assistant Coordinator (10 hrs.) is Rose Bornschein. Gail will assume the role of interfacing with those who come in for assistance and Rose will be the interface to FISH, the Haiti ministry, the diocese, etc. There is a good spirit of cooperation within the group of 18 volunteers.
- 2) With Miriam's move the College of W & M some of Miriam's duties will be transitioned to Rosanne (newsletter, coordination efforts, etc.) and some to the Finance Office (record keeping). Rosanne commented here that the next issue of the newsletter will be out on time and that the deadline for the June issue is May 5<sup>th</sup>.
- 3) A task force dealing with the church buildings and grounds was formed a while ago and after review and action on several areas it has been concluded that a full time position (Facilities Management and Supervision) is needed in the parish for these types of tasks. The person selected will be involved with oversight and management of the grounds, properties and buildings at Ironbound, The Foxes, and Richmond Rd. sites. A job description is to be published soon and funding will be allocated in the budget for this position. John added that there is too much to do for the current staff and that the person selected would be someone with at least 10 years experience. Discussion followed that stated that the role should include the supervision/maintenance of landscape plantings as well.
- 4) The side parking lot will be paved by the Fall of 2006. In response to questions/comments it was stated that the extension of the right hand turn lane (as vehicles exit the church property) that was discussed at the last PC meeting is not financially possible at this time.
- 5) The site at Ironbound that was to be the Rectory could be used as a site for a gathering area. The long-term plan (Phase II) is still to add building additions in front of the current church.

Next Joint FC.PC, Staff meeting: Rosanne reported that she would contact Mary Ann to determine if the May 20<sup>th</sup> session is still to occur. If yes, the plan is to assign "homework" so that groundwork can be completed before that program begins.

Women's Guild Defibrillator: The Women's Guild has the funds to buy a defibrillator. It is not known if they have purchased one yet or if there is first to be a meeting with the company representative to assess the St. Bede site for proper and best placement of such a device. There was also a question as to whether there was a cost for training. Jeannie

offered that she is an authorized instructor on one type of device and that she could train those selected if the device obtained was the same type. She also suggested that the Guild contact Bob Riles of the JCC Fire Department since he leads a task force involved with placement of these devices. John offered that the church was recently given a defibrillator and that it is at the Parish Center. Bob suggested that a re-training program on fire extinguishers was also needed. He added that we have to be considerate of how we place and sign the locations of all such devices.

Budget Meeting: Bill, Tina and Mary are the PC sub-committee to the FC. We all have agreed that it is too late for the PC to be involved in the parish budget as outlined in the booklet "Called to Serve". This sub-committee will review the "Called to Serve" to assess how we can be involved, establish a timeline for that and advise on any changes to the "Called to Serve" that are required. Their first meeting is tonight. Tina attended the first FC budget meeting and she related that it was an informative review of Parish budgets and expenses by department. The next such session with the FC is next Tuesday.

Sub-Committee to review/amend "Called to Serve": Noel, Jeannie and Greg will establish this sub-committee. Their first meeting is May 8<sup>th</sup>.

Suggestion Box: Tina reported that the two big issues commented upon were parking and the bulletin being available before Mass. She also relayed a statement thanking Fr. Abe for his good work and another one thanking all who help at church. Fr. Abe said that the time before Mass should be a time for prayer and preparation for the Mass – not reading the bulletin. Also, in the past some would read the bulleting during Mass. The bulletins can be left out after Mass (and not immediately put away before the next Mass) so that those leaving late could get a bulletin. It was suggested that a "last word" page in the bulletin or newsletter could be used to address the frequently asked suggestions.

Miscellaneous: Rosanne reported that a letter was received by Fr. Abe and copied to her asking that the Life Teen mass be retained and brought back as a special liturgy for teens. Comments followed:

- 1) Having the teens gather around the altar is a LT idea and not supported by the diocese. This practice was stopped before Fr. Abe arrived here.
- 2) The LT program started at Walsingham several years ago and after a Mass the students went into religious education. This is still being done but in the new church.

We closed with a prayer led by Noel Fort.

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**The next meeting is May 24<sup>th</sup> at 7 pm in the conference room. Charles and Mary will offer the prayers.**

Respectfully submitted,

Greg Ballentine  
Secretary