**St. Peter Parish Council**

**Meeting Minutes**

**Monday, June 7, 2021**

**6 p.m., PMC Rooms One & Two**

**Attendance:** President J.J. Kaelin, Vice President Ed Paulovich, Bruce Bishop, Terry Nickel, Paul Zmuda, Father Gregory Golyzniak. Absent: John Gormley Guest: Finance Council President, Ashley Fritz

**Staff guests and presenters:** Margaret Charzynska, PMC Manager; Deacons, Dr. Scott Bowen, Tom Dickinson, Doug Flinn, Atty. and Tom Tenpenny

Meeting minutes were recorded by Ashley Fritz and prepared by J.J. Kaelin.

The meeting began at 6:25 p.m. following an appreciation dinner for our deacons and PMC staff.

**Opening Prayer** – J.J. Kaelin

* + Prayers for Joanne Gormley, mother of John Gormley

**Welcome and Introductions**

* + Recap of Year 2020-2021
    - Survived well through the COVID pandemic
    - Mass Coordinators coming back and we’ll be broadening the scope of liturgical participation soon.
    - Youth Engagement – Savio has taken root. J.J. will step off the leadership team. Mark Ewig and Sister Quyen Pham will continue to serve on the team, but Father Gregory will add one-two additional members. Over 25 students participated recently. Rebecca Kerscher (ice skater and Olympic hopeful) hosted Savio Teens at the Monument Ice Skating Rink in May.
    - Communication/Financial Health – Transparency with financials of school and parish- Added highlights of ministries and parishioners
    - Mass attendance is nearing pre-pandemic numbers again.
    - The choir is increasing in numbers again.
    - Ministries are meeting in-person without restrictions.

**Adoption of minutes** – Approved by Paul Zmuda, second by Bruce Bishop

**Staff Presentations**

**Margaret Charzynska** – PMC Manager

* + Finance – manage and track budgets for facility use, disinfectant supplies, reports back to Debi Judish
  + Communication – Group leaders about using facility, scheduling, usage and managing the door software for security
    - SPCS and local community outside the parish
    - Tara Stone – manages the chapel for Adoration, baptisms, weddings
  + Works with the cleaning company
  + Works with Doug Carter to coordinate maintenance repairs, iiCon Construction and HVAC work (iiCon Construction) and elevator maintenance
  + Manages eSpace software for PMC space reservations
  + Administration – transferring data from old Parish software to eSpace, reporting checks for facility use
    - Submits insurance paperwork to the diocese prior to events
    - Submits facility issues through Procore to iiCon
    - Works on Upon This Rock campaign
  + Purchasing supplies – orders kitchen, paper goods and disinfectant supplies
  + Maintains the PMC calendar and online meetings
    - Meets with people for facility use (predominately outside the parish)
  + Software & AV Equipment – tracks and makes changes as needed, sets up card readers and AV equipment work with people’s computers
  + Facility upkeep– Checks that nothing is damaged and everything is left orderly for meetings and functions
    - Fills humidifiers, disinfectant bottles, etc.
  + Miscellaneous
    - Sets up dividers for meeting requests
    - Oversees the SPCS cleaning and requests additional cleaning
    - Handles PMC inquiries
    - Advertising for PMC
    - Resets rooms after funerals
    - Oversees Masses on Sundays – assures everyone is present: ushers, EMHCs, baskets, restrooms, disinfectants, TV monitor is on, everything is left properly after Masses
    - Biggest Challenge – COVID, making people happy for meetings
    - Recommended considerations – organize and sponsor more social parish opportunities in the PMC to make it more useful
      * Provide service to those who want to reserve the room for an event
      * Provide clean up service after receptions, table cloths
      * Alcohol license, coffee machine
    - Security – doors are locked most of the time. Evening meetings have doors unlocked 15 minutes before and lock 15 minutes after meeting starts
    - Would to start Donut Sundays in the PMC – Costs-several hundred dollars/weekend—greater advertising and announcements during Masses to encourage greater attendance
    - Sign needed directing to the PMC to help direct them across the parking lot

**Deacon Tom Tenpenny**

* + - Arrived in 2019, 20 years in Air Force, 10 years in Europe, retired 2007
    - Works with Lockheed Martin fulltime
    - Serves Deacon responsibilities at St. Peter Masses
    - St. Patrick Parish – RCIA, deeper conversion stories, Knight of Columbus, Focus Mentor Couple, Engaged Encounter, Small Church Communities, St. Vincent DePaul Spiritual Director, assist with people’s last rights, Served as Catechist 2nd year confirmation students
    - Science test faith – video on faith\*\*

**Deacon Scotty Bowen M.D.**

* + - Converted to Catholicism in 1978, navigator in Air Force, graduated from Medical School, Orthopedic Surgeon. Separated from the Air Force in 1976. 1986 moved to Steamboat Springs
    - Started a mission program in Haiti in 1977
    - Serves Deacon responsibilities at Masses
    - Works on continuous education three-four hours per week
    - Meets with parishioners and provides spiritual care giving
    - Debby Dover provides him the list of new parishioners who he calls and personally greets – blesses their homes
    - Goes to Jackson Creek nursing home and offers communion to Catholic residents
    - Gives homilies
    - Participates in the Sacramental Life
    - Participates at funerals at the Air Force Academy
    - \*Note: Deacon’s wives go to deaconate classes as well (“pew widows”)

**Deacon Tom Dickinson**

* + - Retired 2019 from law enforcement after 26 years of service
    - Ordained June 11, 2016
    - Leads RCIA, Adult Confirmation and serves Deacon responsibilities at Masses
    - Director of Office of Child and Youth Protection – 39 parishes, 5 schools, 2 pre-schools, spans over 10 counties, 15,000 sq miles, 176,000 Catholics, 1,860 volunteers, 269 employees, 134 teachers, 77 Priests, 86 deacons, 29 candidates for ordination
    - Master of Ceremonies Holy Week, assists with funerals, baptisms weddings, Masses
    - Believe what you read, teach what you believe, and practice what you teach
    - Servant to All – Mark 10:45
      * Word, altar, charity
      * The hands of Christ
    - Wish List
      * Altar Servers – recruitment and training, reinstitute communion paten, Candle bearing at the Gospel
      * Sacristy – Reorganization to include security for sacred vessels and spiritual imprint
      * New Processional cross
      * Votive Candles – change small area of flooring to allow for candles and add kneeler (fire code issue actually)
      * Welcome Center – Reevaluate need; beautify entrance
      * BB – How do we encourage those who have fallen away from the faith to come back – maybe the deacons are the lynch pin
        + Matthew Kelly’s book that connects the 7% that give and are engaged, how could they grow
        + Leadership constantly facilitate the encounter with Christ and make people recognize – by living

**Deacon Doug Flinn, Attorney**

* + - Four children and a lovely wife
    - General Counsel and Chief of Staff for the Diocese of Colorado Spring
    - Catholic Penrose Ethics committee for 15 years
    - Serves on the Centura Health review committee
    - Common Spirit board
    - Vice Chair for Pikes Peak Hospice
    - Serves Deacon responsibilities at Masses and oversees the Baptism Sacrament Program at St. Peter

**Special Appreciation Check Presentation to Father Gregory**

Donations were received by Parish and Finance Council members – J.J. & Ashley

**School Update**

* + St. Peter Principal Sheila Whalen has been named the new Diocesan Superintendent stating July 1, 2021. Holly Goodwin is retiring.
  + Currently interviewing for a new principal – six interviews total
    - School parents will make 3 recommendations who will be interviewed by teachers who will also provide a choice. Less than one month to make a decision – June 14th goal
  + Building a cafeteria – SAC decided to recommend the two classroom renovation – to hold 75 students at a time for lunch
  + Electronic sign –Will post announcements. Donated by Feldkamp family
  + Parish picnic – August 15th at Fox Run 12-2:30 games, mass, foods organized by knights – all restrictions have been lifted for COVID. Only concern is weather or fire ban
  + 4th of July parade to be held on July 3-Knights of Columbus Pancake will be held Saturday, July 3, 7 a.m. on our St. Peter campus
  + June 29, 2021-Bishop Golka will be ordained as our new Bishop for the Diocese of Colorado Springs at Holy Apostles Church. The Bishop’s installation will take place at the Cathedral on June 30.
    - Bishop Sheridan is staying in COS
  + Father Gregory is going to Poland July 12 - August 2.
    - Father Larry Brennan and other visiting priests will officiate at all our Masses in Father Gregory’s absence.
  + New Seminarian – Anthony Ambuul will serve St. Peter this summer.
  + Father Bob is now on a new journey. Father asked for prayers to support his next phase.
    - We should be getting permanent help in the next few months

Meeting was adjourned at 8:45 p.m.