

**St. James Parish
Regular Parish Council Meeting
May 4, 2016**

Attendees:

Parish Council: Fr. John Edmunds, Deacon Alfred Coleman, Eileen Quigley (Chair), Fran Williams (Vice Chair), Sara West (Secretary), Dave Bowman, Eva Leonard, Dave Samber, Werner Seyfried

Guests: None

Absent: Bill Kusek, Virginia Picken

Eileen Quigley called the meeting to order at 7:05 p.m. Fr. John led the group in a discussion of the gospel reading for this upcoming Sunday.

Approval of the Minutes

The minutes of the April 6, 2016 meeting were approved.

Parish Hall Updates

Fr. John reported that \$423,000 has been pledged to the To Teach Who Christ Is campaign at St. James; because the total exceeds the parish goal, about \$300,000 will be allocated for parish improvements. Dave Bowman reported that the search for replacement windows has begun and will be funded by the campaign.

Dave noted that the elevator company has installed new parts and is awaiting the delivery of additional parts. He added that Steve Gross from the Archdiocese has committed to the completion of the repairs.

Advertising Update

Fran Williams reported that the staff at DNA Info are available to discuss advertising packages. There was some discussion around the goals of advertising. Fr. John emphasized the need for St. James to have an online presence, in order to draw young people.

Finance Committee

As a follow-up to previous discussions about the Finance Committee, Deacon Coleman stated that the Finance Committee should exist independently of the Parish Council. Fr. John added that the Finance Committee is canonical and is responsible for approving the parish budget. He will contact the Archdiocese for more specific information regarding the requirements.

Financial Statements and Proposed Budget Review

Fr. John presented the Council with the financial statements for the 9-month period ending March 31, 2016. Net ordinary loss for the period was \$70,005; however, the loss was offset in part by \$75,432 in contributions from the sharing parishes, resulting in net income for the period of \$19,995.

Fr. John then presented the Council with a proposed budget for fiscal year 2017. He noted that the Archdiocese had assisted with preparation of the budget and pointed out the following:

- Missionary Servants will contribute to rental income.
- Parish collections have been on the uptick in recent weeks.

- Similar to FY2016 results, a net operating loss of approximately \$70,000 is projected, without taking into account contributions from the sharing parishes.

There was a brief discussion about the option of reclassifying income from the Knights of Peter Claver.

Archbishop Cupich Mass Update

Both Eileen and Fr. John reported that members of the Archdiocese had been quite impressed with the spirituality of St. James and the engagement of the congregation. Fr. John observed that he was pleased to see the Archbishop so willing to engage directly with parishioners.

Presentation Hall Plaque

Fr. John reported that the language for the plaque has been finalized following discussion with the staff. The Council agreed to include an image of a shell on the plaque. Fran noted that the next steps including finalizing the order, paying the deposit, reviewing the proof, accepting delivery, and making the final payment.

Mission Planning and Goals

Fr. John stated that his congregation values the process of planning, and recommended that the Council identify chief goals and chief efforts. He suggested that each Council member complete the sentence, "I would be happy if we accomplished _____ by next May."

The Council discussed some of the following as possible goals and efforts:

- Grow membership (specifically, double the number of parishioners in the age group 25-40)
- Establish an initiative to welcome new parishioners
- Revisit the parish's mission statement
- Foster community among existing parishioners
- Restore the balcony to productive use

Parish Council Elections

Sara West reported that 3 candidates have nominated themselves to run for Parish Council to date, and an additional two members of the Parish Council (Eileen Quigley and Eva Leonard) have indicated their intent to run for a second term.

Deacon Coleman recommended that new Council members receive some sort of training; Fr. John noted that he would ask Fr. Paul for recommendations regarding orientation for new members.

Old Business

Dave Bowman requested that job descriptions for the staff be prepared. Fr. John agreed that the preparation of job descriptions is appropriate and would be completed.

Adjournment

The next regular meeting of the Parish Council will be at 7:00 p.m. on Wednesday, June 1 at the Rectory.

The meeting was adjourned at 8:29 p.m.

Minutes respectfully submitted by Sara West.