

St. Francis of Assisi Parish Leadership Council Meeting Minutes (6/7/07)

Attendees:

- **Msgr John, Pastor**
- **John Toole, Chair**
- **Will Sousae**
- **Joe Cabrido**
- **Joe Millares**
- **Charlie Mueller**
- **Julius Bercasio**
- **Bill Callahan**
- **Ginny Hinkle**
- **Fr. Loi**

Parish Leadership Council Meeting Minutes:

Agenda Item 1: Strategic Projects

An update on strategic projects was provided by Will Sousae and spanned many topics:

- **Parish Assembly/Council:** There will be a spring and fall assembly planned for each year.. There are no planned meetings for the commissions in July and August, but the executive committee will meet or the full Council as necessary.
- **Financial Planning:** The Finance Team will be developing a 5 year plan after the capital campaign cleanup.
- **Staffing:** The parish staff will be in transitioning with new staff and leadership
- **Parish Council Membership:** Effort is underway to identify the incoming parish council membership, commissions, and key efforts throughout the parish. Affirmation of the council membership is planned for the Fall Parish Assembly.
- **Major strategic projects in the fall** remain the same as last year: Stewardship, Leadership retreat, Feast Day and the Golf Tournament
- **New Initiatives:** Spirituality (went well this year), Hospitality and Community initiatives need more work

Agenda Item 2: Pastor's Remarks

Msgr. John then provided the following updates:

- An offer has now been made for the new Facilities manager to take Mel Bueno's place.
- **Staffing**
 - Interviews were ongoing for the Faith Formation job with an expected hiring next week
 - The job function for the administrative function is still being formulated
 - Pete Adams will continue to head up the Capital Campaign
 - Pat Waite will continue to help out in Accounting while continuing to serve as the Finance Team Chair
- Msgr. John expressed a concern to continue the missionary effort and reach out to others in all our parish efforts He expressed a desire for the parish to be more

evangelical in reaching out to others. This does not mean just doing more, but to continue to develop ways to deepen the level of commitment, spirituality, service, and faith in our community over time.

- The 15th year anniversary of the parish is fast approaching – July 1st.

Agenda Item 3: Facilities

Msgr. John then presented the status of the facilities, largely driven by the city's requirement to move our trailers. As discussed previously, constructing a permanent building is too costly and prohibitive at this time, and approaches are being evaluated to rent trailers for temporary office/ministry space, consistent with our long term plans.

Agenda Item 4: Finance Report

Will Sousa provided the council with a summary status of the budget planning for fiscal year 2008. Will reported on how we fared with our assumptions and the resulting financial health in FY07. He then discussed the budget assumptions for FY08. The FY08 budget summary was then presented, and is still a work in progress. Additional inputs from the Assembly and Council will be used to finalize the plans for next year

Agenda Item 5: Parish Assembly

The agenda for the upcoming parish assembly was presented to the council. Comments and suggestions were solicited and provided at this meeting. The spring assembly is scheduled for June 13th.

UPCOMING MEETINGS:

September 6

Parish Assembly, Jun 13th