

Saint Matthew Ecumenical Catholic Church  
1111 West Town and Country Road, Unit 14  
Orange, CA 92868

## Parish Council Minutes

December 11, 2018  
Tuesday 6:30 pm

### **Attendance:**

Victoria Greene (Moderator), Claudia Kilby (Co-moderator), Bill Singleton, Steve Ross, Lou Clancy, Tony Russo, Steve Ross

### **Non-Council Members in attendance:**

Bp. Peter Hickman, Fr. Bala Madan, Mo. Ester Diane Smith, Mo. Martha Rogers, Mo. Jetty Van Den Berge, Kathryn Tuma

Meeting called to order by Victoria at 6:45 pm.

Opening Prayer: Bp. Peter

Victoria Scripture: Scripture reading by Linus from "A Charlie Brown Christmas."

Minutes: Lou motioned to approve the minutes as amended of the November meeting. Tony seconded the motion. Parish Council vote was unanimous in favor of approval. Minutes will be posted on the web site.

Next meeting is scheduled for January 26, 2019 and will be a retreat.

## **Pastoral Reports**

### **Bp. Peter**

- Reading of his Pastoral Letter
- Glad to be back and working with the Council and Clergy.
- Introduction of Fr. Bala with an explanation of his new role as Vicar General.
- 1<sup>st</sup> priority is to regain his health and how much visitors help him with memory recovery.
- Expressed gratitude to lay leaders and clergy during his recovery journey.

### **Mo. Martha and Mo. Jetty- Please review their report**

- Advent Retreat cancelled because of low sign-up.
- Thanksgiving service well attended.
- Justin and Judy Veiga volunteer for Children's Ministry teaching.

### **Mo. Esther Diane – please review the full report**

- Successful planning and decorating for Advent environment in the sanctuary.
- Continue grief counseling program and management of St. Cyprian classes.
- Sunday liturgy Presider's book and Lector's book assembly continues.
- Presiding at 4 pm Christmas Eve Liturgy with Bp. Peter.

## **Ministry Reports**

### **Community Life – Victoria**

- Looking to the 2019 calendar of events including the Auction.

### **Liturgy Ministry – Please review Steve's report**

- Discussion: Changes to members of committee, altar chair savings, possible changes to prelude for mass, new table and schedule of fall classes. Discussion of qualification of readers, Advent set-up – looking for missing cow and staining of nativity.

### **Stewardship Ministry – Mike –( email)**

- Fall Harvest Financial Campaign complete. Numbers reported 30 pledges for \$122,000/yr.

- Awaiting comparison to last year's numbers.

### Bereavement Ministry Report – Review Tony's Report

- Bereavement continues with Mo. Diane on 3<sup>rd</sup> Sunday of each month.
- Wednesday evening Rosary continues with Mo. Jetty and Mo. Martha with special appearance by Bp. Peter.

### Building Ministry – Lou

- Plans to begin projects will start after the New Year.
- Researching camera for office area for purpose of security. Costs so far are estimated at \$700.
- Plans for altar restoration with possibility of help from the Men's Ministry Group.
- Plan for downstairs office for Bp. Peter with help from Men's Ministry to assist in moving books to redistribute weight from upstairs offices to the ground floor.
- If Fr. Ben is retiring soon we may have the possible option to use his space for Bp. Peter with a private restroom.
- Suggest moving un-catalogued books first to preserve work accomplished previously by volunteers who catalogued the library of books upstairs.
- Research continues with sound-diminishing doors between the sanctuary and parish hall.
- Tiles on schedule to be fixed after Christmas.

### PR Ministry report – Steve and Claudia – Please see full report.

- Web site statistics reported.
- Request to use designated funds (\$1300) to update signage on the building on the street side of the church. Ministry approved this expenditure.
- SMYG funds could be used as seed money to create project or program to support 20-somethings interest in Saint Matthew.
- Saint Norbett's Insta-gram campaign to discredit Saint Matthew should be addressed.
- Justin can create template for printing letterhead that folks can print as needed. Templates can be used for other printed materials.

### Social Justice and Outreach Ministry – Claudia - Notes from Bea Tiritilli

- Need to add bulletin notes regarding donation collections after clarifying with Ned Bradley on the needs of Interfaith Shelter Network.
- Tonya Adams will be a liaison between Hispanic and Anglo communities to foster communication regarding this ministry.
- Outreach to Filipino community to work with us on their projects.

### Education Ministry – Review Bill's report.

- No adult education during the Christmas season. Catholic Mysticism may continue by request after January 2019.

### Financial Report -Kathryn

- Finance committee will move the balance of the Building Fund to Designated Funds (Savings) on the spreadsheet.
- No extra payment on the principle will be made in December.
- Checking and Savings remain consistent with past months.

### Old Business

1. Email and Letter head issue covered in PR Ministry Report
2. Revision By-Laws/Constitution: By-laws need to be completed in January 2019. Council members need to re-read the current Constitution in preparation. Clergy feel they are not represented as a group in our current constitution.
3. Budget: Regarding dues paid to ECC; Bp. Peter states we have a financial responsibility to the ECC and we need to educate our community to its value for Saint Matthew. This is part of a discussion on the line item

in our budget for dues pledged to the ECC. Budget: Tony will contact a banking institution to see what the costs are for a 15-year mortgage on the church building.

4. Mass schedule – Questions regarding the assignments for upcoming masses clarified. Dec. 24<sup>th</sup> will be at 4 pm. Christmas Eve mass - Mo. Diane will preside. Martin Luther King Day celebration will be on Jan. 20<sup>th</sup>. Bp. Peter and Mo. Jetty will work on liturgy schedule and clergy will meet monthly.
5. New Vision/Mission Project will be tabled until next meeting.
6. Stewardship Campaign not discussed.

### **New Business**

1. New office for Bishop Peter – see building report
2. ECC Contribution –
3. PR Ministry Request – PR Ministry Report

Closing Prayer offered by Bp. Peter

Meeting adjourned at 9:00 pm

Minutes: Claudia Kilby