

MINUTES OF PARISH COUNCIL MEETING April 14, 2020
SAINT MATTHEW ECUMENICAL CATHOLIC CHURCH

Meeting called to order at 6:40 p.m. Zoom online meeting

Attendance:

Meredythe Hutchinson, Bertie Ninichuck, Jennie Guida, Sharon Smith, Stephany Crisantos, Bob Morano, Susan Morano

Council Members Absent: Oscar Andrade, Tonya Adams, Rosa Isela Lopez, Remo Ottone

Secretary (attending): Doris Hand

Non-Council Members Present: Bishop Peter Hickman, Mirella Hickman, Fr. Arturo Querijero, Deacon Tammy Fuqua, Deacon Tony Russo, and Business Manager Kathryn Tuma

Opening Remarks by Moderator

- If your ministry has conducted zoom meetings or has completed projects or other activities since our last meeting please see that Susan Morano gets your ministry reports. She is going to post them all to the website on Friday 4/17/2020.
- Bob talked about a seminar being held Friday to educate people associated with Churches and non-profits about applying for the Payroll Protection Plan loans. Bob asked Kathryn if she received seminar email that he forwarded to her. Kathryn received the email.

Decisions and Votes:

1. Saint Matthew T-Shirt Sale

Bob announced that vendor had been researched to ensure internet was legitimate and reviews were good. He also suggested that we may want to wait until "shelter in place" order is relaxed before we begin the sale. Bob suggested participants contact Meredythe if they want to go forward. Verbal agreement from participants to wait.

Old Business:

1. Tri-Fold Brochure

Bob asked about arrival of brochures from printer. Kathryn confirmed box was delivered. Sharon asked that a brochure be mailed to council members. Bob asked if Spanish version had been done. Stephany replied that her translation had been sent to Fr Arturo for review some time ago. Kathryn said that a Spanish version brochure was on counter in office entrance. Fr Arturo replied that he had not written a check to pay for new version, so many meeting attendees doubted whether the version in office was the new one. Susan suggested examining the photos in Spanish version on the counter to verify if it was old or new.

New Business:

1. **Financial Report** – by Bob Morano

Month end for March 2020. We finished the month of March with \$762.23 profit. The money contributed to the "Go Fund Me" page for Peter came in in the amount of \$2,526.15 and is now in a designated fund. We also received over \$10k in three tithing deposits in March. All of this helped us achieve profitability. Kathryn noted that we did NOT need to withdraw any money from savings.

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2. We applied for a **loan under the CARES Act** (Corona Virus Stimulus Package passed by Congress and signed by Pres. Trump) on 4/1/2020. The documentation on this loan indicated that it can be turned into a grant if it is spent correctly. The Payroll Protection Plan rolled out a day or two later. This may have been a better place to apply. We are trying to determine if another application is warranted, the seminar referenced earlier is the next step.

3. **Constitution Rewrite Project:**
 - a. Notes from the circulated meeting agenda:
 - i. Since we are all “Sheltering in Place” and safe at home, we are planning on kicking off the constitution rewrite project. We cannot afford the time to wait until we can again meet in person. From the Parish Council we will have: Susan Morano, Sharon Smith, Tonya Adams and Remo Ottone. Bob M. does not plan to participate directly as he wants to avoid too many participants. However, he and his wife have long acted as editors for each other. He will read all drafts.
 - ii. **Remo Ottone is the chairperson** for the Constitution Project. The project will begin using the document entitled “Amended May 19, 2015”. Bob has this and he will distribute it to any and all who need it.
 - iii. **Document control is turned on within MS Word.** Additions and deletions will be noted and tracked by Word. Every council member on this project should review the entire constitution document which includes the constitution, appendices and the By-laws. If a section is acceptable as written, note that and move on. Some sections such as Section V titled “Clergy” will be reviewed and amended by the Clergy Council as will appendices A & B.
 - iv. When everyone has completed their changes, the committee will convene to **negotiate the edits and arrive at a final draft.**
 - v. It is our hope that the work of the parish council will be reviewed by the clergy council and vice versa. The final draft to be presented to the community will be a joint product.
 - b. Zoom meeting conversation:
 - i. Bishop Peter said a draft is not ready, but that Mother Diane should lead the effort. Clergy Council will produce a draft. Deacon Tony offered to talk with Mother Diane and acquire “status”. Sharon volunteered to work with Diane on Constitution task. Fr. Arturo said that there is a draft.
 - ii. Bob stressed the efforts made with Clergy Council since January to initiate work on Constitution. Bob indicated that there may be sections of existing Constitution that does NOT need update or a rewrite. Bob noted that democracy, transparency, and election for council members are his chief concerns for Constitution update. One way to achieve transparency in the constitution is to make the minutes of the Council Meetings the official records of the meeting. Anything discussed or decided upon by the council needs to be published in the minutes. If it is not in the minutes, it did not happen. Bob indicated that we planned a review with laity for approval during a quarterly meeting and that we may be running out of time in 2020 for a quarterly community meeting.
 - iii. Jennie asked if council planned to solicit additional members from the laity to participate with the rewrite. She asked if there was anyone in the community familiar with “constitutional rewrites”. Jennie talked about “three-legged stool”. Bishop Peter noted that Mother Diane was on-board to write the Constitution. Sharon announced her

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experience with City of Irvine would come in handy, and said she was confident with writing documents.

- iv. Fr. Arturo asked if the articles that need to be rewritten were identified. Bob said that we are starting with a particular version (latest version) of the document and that “change control” was turned on. Bob indicated that By-Laws may not need to be rewritten. Bob also indicated that he was willing to perform such a review.
- v. Susan listed the Clergy Council members (numbered four) and Parish Council members on Constitution Committee also numbered four brings total people involved to eight. Susan reminded meeting participants that Remo Ottone was council leader for Constitution Rewrite. Susan noted that we are not going to create a new Constitution document from scratch and would be adding amendments to some sections, so need for an attorney may not be needed. Since we’re conducting the April meeting and hoped to do 2021 council elections in November, we have five months left to complete the Constitution amendments and gain approval from laity. Otherwise, this project will roll over to 2021 and 2020 council members may not be participating. If that happens, another method for appointing 2021 council members would have to be conducted.

Closing Remarks and Prayer by Bishop Peter

Bishop Peter asked that each participant on the Zoom call, telephone at least one other person to say “hello” and “check on them”. He stressed the importance of staying in touch. Deacon Tony mentioned that we should ask that each person contacted, to telephone someone else to initiate a “phone chain”.

Deacon Tony asked that we log into Saint Matthew’s Facebook page and click on “likes” for items posted. It was noted that Bishop Peter and Fr. Arturo’s posts have reached thousands of people.

Bishop Peter then delivered the closing prayer.

Meeting adjourned at 8:00 pm