

MINUTES OF PARISH COUNCIL MEETING June 9, 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, Tonya Adams, Remo Ottone, Bob Morano, Susan Morano, Rosa Isela Lopez

Council Members Absent: Oscar Andrade, Norma Lanfray

Secretary (attending): Doris Hand

Non-Council Members Present: Bishop Peter Hickman, Mirella Hickman, Fr. Arturo Querijero, Deacon Tammy Fuqua, Deacon Tony Russo, Mother Diane Smith, John Deane, Paul Schumaker, Kathryn Tuma, Mother Martha Rogers, Mother Jetty Van Der Berghe

Opening Prayer and Remarks:

To allow conversation and discussion amongst council members and also allow feedback from non-council attendees, this Zoom meeting will have two sections:

Section 1: Council members only discussing agenda items and voting. Non-council members please make note of any items you'd like to question or discuss during Section 2.

Section 2: Non-Council members feedback, questions, discussion with each other and/or council members.

June Assignments / Decisions:

- Saint Matthew building sign: John Deane or Bob Morano will handle getting the cost information for modifications to existing wording. Deadline: July 13, 2020
- Replacement Council Member: Father Arturo will follow up with Joshua Cruz and determine if he is ready and willing to become a council member. Deadline: asap is preferred
- Dismissal Council Members: Decision to postpone vote on dismissal from council of Oscar Andrade and Norma Lanfray. Father Arturo was asked to discuss membership on council with Oscar.
- Decision to postpone printing of Spanish version brochure due to shortage of funds.

Old Business:

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

- New PPP (Paycheck Protection Plan) loan applications filed with:
 - PayPal. Status: Loan rejected; insufficient ownership info
 - Biz2Credit. Status: Submitted & Under review; initial feedback stated application lacking documents; wrote to “contact person” explaining everything available was sent with application.

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➤ Kabbage.com. Status: Submitted, No response yet.

- Saint Matthew P & L for month of May
 - Profitability: \$3,164.45 (we would have been -\$5,835.55 if not for the loan)
 - Total Cash: \$93, 973.09 (did not need to withdraw from savings)
 - Mortgage loan principal went down \$377.78.
 - EIDL \$9,000 CARES Act loan received was spent for payroll

2. Food donations/collections for the WSWA

Food donations/collections for the WSWA on 5/17/2020 was a huge success. New “Saint Matthew” table banner (“community sign”) looked great on the donation table. This was contributed by Deacon Tammy. Our thanks to Joshua Cruz, Jennie Guida, John Deane, Fr. Arturo, Deacon Tammy, Deacon Tony who workers for the May 17 food collection. Meredythe is coordinating people to administer the donations. Meredythe asked that she be informed when people volunteer for Food Drive staffing. Staffing for Sunday, June 7th is all set.

3. **Saint Matthew Building Sign** (facing Town and Country) cleaned by Deacon Tony. Re-wording is necessary to bring the sign up-to-date and consistent. Discussion followed by John Deane, Mo. Diane, Bob Morano, Jennie Guida, and others about what words/names the sign should contain and the cost to change it. As Peter pointed out, the most important line is the first one, “Saint Matthew Church” if we delete the second line entirely and leave the crosses, we should be successful in communicating that we are a Christian Church. This may be enough for now and the least expensive alteration to make. We need to determine how much this will cost. A request was made NOT to include information on the banner that is subject to change, such as mass times. John Deane or Bob Morano will handle getting the cost information. This will be an agenda item for July so we should plan on having the information by then.



4. **Saint Matthew “banner”** Reported in the March 10th meeting minutes:

“Jennie Guida found a website that could produce a banner for us at a cost of \$125. Banner is 4 ft. by 12 ft and will include basic information. Will have our name, phone number and website. Justin Viega is working on the graphic for the banner. It can ship in 42 to 78 hours. For special events additional information can be attached to the banner. The \$125 cost is not final. Bob increased the \$125 estimate to \$150, anticipating tax and shipping fees.” This cost was approved in March.

Purchase put on “hold” during May council meeting. At June meeting, Bob Morano asked exactly where on the property is the banner to be installed. Jennie replied that it is intended to be hung directly below the existing “Saint Matthew” building sign that is currently permanently installed from the building ledge in front of the gathering room door (facing Town and Country street). This needs to remain on hold until the action regarding the lighted sign is completed.

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5. **Brochure (English version)** Bob and Susan Morano purchased “brochure holders” that can be used to hold a few brochures outside the church entrances (but under the porch cover) as requested by Sharon Smith in last council meeting.
6. **Brochure (Spanish version)** Translated by Stephany Crisantos and was approved by Fr. Arturo. He will forward it to Kathryn with the money and when she receives both, she will give the go ahead to Justin to order the printing. This will be delayed due to a shortage of funds.

New Business:

1. Vote to dismiss “non-participating” council members.

- a. Susan reported that Norma Lanfray attended one council meeting out of seven held, did not attend February retreat, and has not participated on any ministry. Norma was notified to contact Bob via email if “she wanted to stay with the council and participate”. She was given over a week to respond. She did not. She has informed the council via Stephany that she can’t continue with the council.
- b. Susan reported that Oscar Andrade attended one council meeting out of seven held, did not attend the February retreat, and has not participated on any ministry. Oscar was notified by email and US Mail letter to notify Bob if he wanted to stay on the council. He was given over a week to respond. He did not. Father Arturo committed to get in touch with Oscar and find out his intentions. We all agreed to postpone the vote on eliminating the absent members until the July meeting while Father Arturo talks with the people involved.
- c. Susan reported that Rosa Isela Lopez attended two council meetings out of seven held, did not attend the retreat, and did not join a ministry. Rosa was notified via email and US Mail letter. Rosa responded by attending the June 9 council meeting and she said she would continue to participate.
- d. Joshua Cruz was mentioned as a possible replacement candidate and all were in favor. He is active and old enough to hold a council position. Father Arturo will follow up with Joshua and determine if he is ready and willing to become a council member.
- e. Susan reminded the council members attending that Constitution By-Laws require attendance at council meetings, retreat, and participation with a ministry during council tenure. Excused absences are acceptable, if the moderator is notified in advance. Susan called for a vote for dismissal of Oscar and Norma and suggested that we could replace those members with others who have the time and willingness to participate. A discussion ensued about notification to these members, and suggestion was made to solicit help from Fr. Arturo. Tonya Adams proposed that we postpone the vote until July meeting.

This topic will be voted on in the July meeting. Father Arturo has until then to discuss this with Oscar and or his family.

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2. Parish Council By-Laws Particular to Council Membership - - Survey Feedback Results

Susan reported the feedback results. A document detailing results was sent to all council members with the agenda. Discussion followed about qualifications for council membership. Tonya Adams requested that candidates for council should be Catholic. Bishop Peter mentioned that candidates should be confirmed in Catholic faith. Additional qualifications are detailed in the existing By-Laws. Survey results will be attached to these minutes when published.

3. Other

Discussion followed that included items not on the agenda. Topics included Hickman anniversary, continued live streaming of services, Facebook & Instagram posts, “Troll Soldiers”, distribution of “Kathryn’s work” to others prior to Kathryn’s retirement, and laity assignments for the June 21st mass.

Because the Zoom meeting at this point was used for open discussion not belonging to council business, the statements made were not be recorded in this document. These conversations should be held through other means or items should be added to the agenda.

Closing

Bishop Peter delivered the closing prayer.

Meeting adjourned at 8:30 pm

Non-Budgeted Spending Proposal that arose after the meeting.

A special need has arisen. The council needs to approve funds to pay Kathryn Tuma through July and to also pay Mirella Hickman beginning in July as Mirella will be taking over from Kathryn after she retires. Mirella and Kathryn both will be paid \$1,200 per month in July plus benefits as Mirella refreshes her skills. Mirella’s pay and benefits will continue beyond July. Kathryn will be available to us as a consultant for \$35 per hour. As all of this was not covered in the budget Bob proposed it as a motion to all the council members via an email vote. The motion passed.