

**Auburn – N. Cayuga Planning Team
Minutes of January 29, 2019**

Present: **Holy Family:** Liza Kelly, Richard Nestor, **Our Lady of the Snow:** Fr. William Darling, Sue Salisbury-VanCamp, **Sacred Heart/St. Ann:** Frank DeOrio, Patrick Dooley, Kim Guinnip (alternate), **St. Mary's and Ss. Mary and Martha:** Fr. Frank Lioi, Fr. Justin Miller, **St. Mary's:** Byron Dungey, **Ss. Mary and Martha:** Dan Szozda, James Malinowski, **St. Alphonsus:** Nancy Camardo, **Staff representative:** Aaron Wilson, **Diocesan staff:** Karen Rinefierd, Tom Kubus

Excused: **Holy Family:** Fr. John Gathenya, **Sacred Heart/St. Ann:** Fr. Michael Brown, **Ss. Mary and Martha:** St. Mary's: Joseph Manning **St. Alphonsus:** Fr. Timothy Niven, Lisa Ann Homic, **Staff representative:** Shawn Gillen-Caryl

Absent: **Our Lady of the Snow:** Edward O'Neil

| Previous Action Items | Who | By When |
|--|---|--|
| Bring back information about area social justice ministry. | Aaron Wilson | Will email |
| Begin sharing social calendar events among secretaries for publishing in all future cluster 2 parish bulletins | Parish secretaries | In Progress |
| Hold a joint Pastoral Council social gathering for the future cluster 2 parishes | Holy Family, Sacred Heart/St. Ann, St. Alphonsus | In Progress |
| Plan Pastoral Council social gathering | Frs. M. Brown, J. Gathenya, T. Niven | In progress |
| Share individual skills of each future cluster 2 parish's Building and Grounds Committee | St. Alphonsus done. Holy Family—Richard Nestor. Sacred Heart/St. Ann—Patrick Dooley | by 3/20/19 |
| Complete the information template for each parish for sharing within future cluster | Pastors and planning team representatives | Holy Family done; OLOS in progress |
| New Action Items from this meeting | Who | By When |
| Template for bulletins will be created and shared with all bulletin editors for the use of sharing parish information, events, etc.; with a concentration on special Masses. | Melody Fillion | 3/20/19 |
| Begin sharing social calendar events among secretaries for publishing in all future cluster 2 parish bulletins | Parish secretaries | Already taking place |
| Place and date for joint Pastoral Council social gathering for the future cluster 2 parishes | Future cluster 2 Pastors & Reps | Set date ASAP, hold gathering by 5/31/18 |

| | | |
|--|---|-------------|
| Inform bulletin editors of future cluster 1 to include the Mass schedules for St. Mary's, Ss. Mary and Martha, and Our Lady of the Snow in all bulletins | Fr. Lioi, Fr. Darling | 3/6 |
| Pulpit exchange | Fr. Lioi, Fr. Darling, Fr. Miller | In progress |
| Consider a common social ministry platform for future cluster 1 | Fr. Miller to contact Deacon Dennis Donahue | |

Opening prayer was at 6:42 pm.

Information distributed by K. Rinefierd and T. Kubus

- 1) **Priest and seminarian numbers (8/17) and projections (8/22)** -- see attached
 - Ordinations – one last year, 2 anticipated in June 2019.
 - Unexpected changes – One priest took a leave of absence last fall, a second was placed on a leave of absence until an allegation could be investigated, and another priest was dismissed by the Bishop. The Basilian Fathers, as of June 2019, will not be able to provide priests for parish ministry in our diocese due to their decreasing numbers and a change in their focus of assignments.
 - With these contributing factors and the large percentage of priests in our diocese over the age of 70, the possibility the Auburn – N. Cayuga pastoral plan for clustering may go into effect as early as July 2019. An emergency could also create a change either earlier or later. What is important is being prepared and moving forward with the ministry portion of the pastoral plan, so that when the time does come the transition can be smooth.
- 2) **Comparison of changes in attendance, offertory, operating loss, fund balance, and stable patrimony from 2017 to 2018 of our parishes with others in the diocese** – see attached

Update: Joint School Committee for St. Joseph School and Tyburn Academy –

Committee is developing a SWOT analysis of Catholic education in the Auburn area. This will be used to identify possible strategies to strengthen Catholic education. Members include:

- Principal from each school.
- Teacher representative from each school.
- Parent representative from each school.
- Board/Council representative from each school.
- Carlo Stebbings, assigned by Bishop Matano to be a resource for Catholic education for St. Joseph School.
- Any Pastors interested in any capacity; active involvement, meetings, correspondence, etc.

Other updates on collaborative efforts

- A. Wilson will email the compiled information regarding each parish's efforts in social ministry (attached).
- The flier for the 2/9 poverty simulation sponsored by All Auburn Churches was distributed.

Prioritizing areas where ministerial collaboration could happen better across all of our parishes

Group reviewed the grid outlining the November meeting discussion on prioritizing areas of ministerial collaboration with regard to impact and ease of implementation. Group was asked to choose areas they

want to work on first. Creating a block in each parish bulletin with shared information was agreed on as a first step. Aaron Wilson will contact Melody Fillion, St. Alphonsus parish secretary, to create a template to be used in each bulletin.

Work in the future cluster groups

Future Cluster 1 (Our Lady of the Snow/Ss. Mary and Martha/St. Mary's) - – Setting goals to prepare the communities for future clustering – who will do what by when.

Areas previously brainstormed as possibilities:

- Event sharing in each bulletin
 - Determined this is a Planning Team issue as it should be coordinated between all parishes in both clusters
- Post all cluster Masses in each bulletin
 - Have already integrated Holy Day schedule
 - Should be done at least monthly
 - Pastors to tell editors by 3/6
- Share special Masses
 - Change “Masses” to “Services”
 - Sort of included in bullet above
- Exchange of clergy within the future cluster
 - Already underway. Fr. Lioi to go to OLOS and Fr. Darling to Auburn for weekend of Feb. 16-17. Fr. Darling & Fr. Miller will do the same in March.
- A new common social event
 - Ideas included Memorial Day Chicken BBQ, Polish Picnic, and Italian Festival
- New directory of parishioners
 - Decided to table until after clustering to include potential new priest(s)
- Common social media platform—FaceBook, etc.
 - Determined to would be best suited for Deacon Dennis Donahue and the Social Ministry Committee. (Fr. Miller to inform Deacon Dennis.)
 - Determined that an App would also be appropriate. Patrick Dooley mentioned that their contract with LPI (bulletin vendor) included a free App.

Subsequent Note: Tom Kubus called his LPI regional contact to confirm. Yes it does.

Contact also thought that one App for all of Auburn / Northern Cayuga would work best.

Future Cluster 2 (Holy Family, Sacred Heart/St. Ann/St. Alphonsus) – Setting goals to prepare the communities for future clustering – who will do what by when.

1. Joint Pastoral Council social gathering – by May 31, 2019
 - Pastoral Councils were to be asked to take over role of planning gathering. Sacred Heart/St. Ann’s and St. Alphonsus councils are onboard and brainstorming, Holy Family hasn’t had discussion yet.
 - Pastors will be asked to choose a date and time by end of March 2019.
2. Pastors will be asked by representatives to have discussion regarding names and functions of their various similar committees so that we can begin to find ways to collaborate.

3. Parish Representatives will prepare a list of their parishes' Buildings and Grounds Committee members to include contact information, backgrounds and any special skills or certifications with regard to the committee's duties.
 - St. Alphonsus – done.
 - Holy Family – Richard Nester will prepare and bring to next meeting.
 - Sacred Heart/St. Ann's - Patrick Dooley will gather and bring to next meeting.

4. Communication of information from all parishes to parishioners
 - Patrick Dooley will find out if links to other parishes' websites have been posted on each parish website and in each bulletin
 - Common bulletin formation for future.
 - All parishes use LPI as their bulletin vendor. Sacred Heart/St. Ann's also use them for their website and have an app through them. This is something to be discussed for the entire group in the future. (See future cluster 1 note)
 - Jerome Brabant is presently managing the community websites.

Next meeting: March 20, 2019 at 6:30 pm St. Francis.

Closing Prayer – Our Father