

**Auburn – N. Cayuga Planning Team  
Minutes of Nov. 8, 2018**

**Present:** **Holy Family:** Fr. John Gathenya, **Our Lady of the Snow:** Fr. William Darling, Sue Salisbury-VanCamp, **Sacred Heart/St. Ann:** Fr. Michael Brown, Frank DeOrio, Patrick Dooley, **Ss. Mary and Martha, St. Mary's:** Fr. Justin Miller, **Ss. Mary and Martha:** Dan Szozda, James Malinowski, **St. Alphonsus:** Fr. Timothy Niven, **St. Mary's:** Byron Dungey, Joseph Manning, **Staff representatives:** Aaron Wilson, **Diocesan staff:** Karen Rinefierd, Tom Kubus

**Excused:** **Holy Family:** Liza Kelly, Richard Nestor, **Sacred Heart/St. Ann:** Kim Guinnip (alternate), **Ss. Mary and Martha, St. Mary's:** Fr. Frank Lioi, **St. Alphonsus:** Nancy Camardo, Lisa Ann Homic, **Staff representatives:** Shawn Gillen-Caryl

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

<b>Previous Action Items</b>	<b>Who</b>	<b>By When</b>
Share Buildings and Properties Subcommittee spreadsheet with Finance Councils and Buildings and Grounds Committees, and update as needed	Pastors, Finance Council reps	Done
Share changes to the Buildings and Properties spreadsheet with Tom Kubus and the Planning Team	Finance Council reps on Planning Team	Done
Send most recent update of the Buildings and Properties spreadsheet to Planning Team	Tom Kubus	Done
Revise the Wayne County template for sharing parish information and send to the planning team.	Karen	Done
Ask Fr. J. Gathenya about pastoral care at Finger Lakes Center for Living	Karen	Done
Complete the information template for each parish for sharing within future cluster	Pastors and planning team representatives	Holy Family-Done; OLOS-in progress; Others needed by 1/29 meeting
<b>New Action Items from this meeting</b>	<b>Who</b>	<b>By When</b>
Bring back information about area social justice ministry.	Aaron Wilson	1/29
Begin sharing social calendar events among secretaries for publishing in all future cluster 2 parish bulletins	Parish secretaries	11/30/18
Hold a joint Pastoral Council social gathering for the future cluster 2 parishes	Holy Family, Sacred Heart/St. Ann, St. Alphonsus	5/31/18
Plan Pastoral Council social gathering	Frs. M. Brown, J. Gathenya, T. Niven	3/31/18

Share individual skills of each future cluster 2 parish's Building and Grounds Committee with S. Gillen-Caryl	Frs. M. Brown, J. Gathenya, T. Niven?	12/31/18
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Opening prayer was at 6:41 pm.

### Updates on Buildings and Properties

St. Mary's

- No changes
- Note that money counters now meet at Sacred Heart (a change that should also be reflected in the spreadsheet for Holy Family, Ss. Mary and Martha, and St. Alphonsus)

Our Lady of the Snow

- St. John's hall roof perhaps in need of repair
- St. Joseph's roof has minor leak over choir loft, perhaps aged roof overall

Holy Family

- The school building has a new heating system but no air conditioning

St. Alphonsus

- Moisture in the walls of the church, need to be plastered again
- Parking lot has been repaved

Sacred Heart/St. Ann

- St. Ann has new roof
- Sacred Heart has addressed a roof problem
- Boiler in Sacred Heart is old
- Rectory has flooded in basement, perhaps drainage issue

St. Mary and St. Martha

- St. Hyacinth parking lot is being repaired and new LED lighting done
- St. Francis of Assisi – new ramp for entrance; second floor rectory room is leaking and in need of repair

### Work in the future cluster groups

#### Future Cluster 1 (Our Lady of the Snow/Ss. Mary and Martha/St. Mary's)

Questions/comments:

- Parishioners in some parishes misunderstand and think that all finances will be shared when parishes cluster. Each parish is a separate corporation and maintains its own finances.
- Fr. Bill shared that he is considering moving the 5:00 pm Saturday Mass in Port Byron to 4:00 pm. It was noted that Ss. Mary and Martha also has a 4:00 pm Mass. He wanted to share this with the planning team since we are committed to improving communication. Changing this Mass time now would have no effect on the future Mass schedule agreed to last spring since that schedule does not include a weekend Mass at St. John's. Fr. Bill will take this proposed change to his pastoral council for additional input.
- Clarification that both clusters will not necessarily change at the same time or without notice
- St. John's is not closing – future uses would include liturgical prayer in church (e.g. Stations of the Cross) and social events in the hall (e.g. Lenten Soup Suppers)

Brainstorming opportunities to collaborate on ministerial priorities:

- Common training of liturgical ministers
- Baptismal preparation

Review/discussion of 9/12 brainstorming of steps to take now to prepare the communities for future clustering

- Priests rotate to the various churches for Sunday Mass—would be good for parishioners to get to know all three of our current priests.
- No action plans developed.

Future Cluster 2 (Holy Family, Sacred Heart/St. Ann/St. Alphonsus)--Choosing steps to take now to prepare for future clustering

1. Share social calendar events among secretaries for publishing in all cluster parish bulletins – by November 30, 2018

Parish Secretaries:	Sacred Heart	Nancy Kavanagh
	Holy Family	Helen Delaney
	St. Alphonsus	Melody Fillion

2. Have a joint Pastoral Council social gathering – by May 31, 2019
  - Pastors to meet for planning of event – by March 31, 2019
3. Share individual skills of each parish's Building & Grounds Committee member to Shawn Gillen-Caryl – by December 31, 2018
4. Pastors to discuss staff openings as they arise to determine if a shared position would be appropriate – as needed
5. Promote communication of information from all parishes to parishioners
  - Have links to other parishes' website on each parish website and in each bulletin
  - Common bulletin formation
  - Have a common bulletin vendor [done – all parishes in Auburn-N. Cayuga use LPI]
  - Need an expert from the community to help design websites with the eventual goal of a common website

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

Discussion of areas brainstormed at 9/12 meeting:

- Social justice ministry—Aaron Wilson will research this.
- Increased offertory program—deleted at this time since the timing is not appropriate for all of our parishes.
- Parishioner listening session—deferred until there is more substantial information to share or input needed from them.
- Food pantry—deleted since current arrangements are effective.
- Continue shared Faith Formation, Sacramental Preparation and Youth programs – already happening.
- RCIA—already happening.
- Grief counseling/support group for those who are mourning—St. Alphonsus is taking the lead and will keep us updated; this ministry is ongoing at Sacred Heart.

Remaining areas:

- Coordinate fundraising
- Evangelization (connected to ChristLife/Discovering Christ)

- Priest, deacon and religious life vocations
- Anointing of the sick/Healing Mass—focus on communication of all offerings in the area
- A children’s choir to sing at Masses at all of the parishes
- ChristLife (first part is Discovering Christ)—an adult evangelization/faith formation process that includes a shared meal, prayer, videos, and small group discussion
- A block in all area bulletins: “Catholicism in Auburn-N. Cayuga”

Participants created a graphic organizer indicating the impact of each proposal and the ease of implementation (*see attached graph*). The planning team will choose which items to work on and develop action steps at the next meeting.

**Next meeting: January 29, 2019 at 6:30 pm Sacred Heart** (location to be confirmed by Sacred Heart)

Closing Prayer – Our Father