

**Auburn-N. Cayuga Planning Team**  
**September 12, 2018 minutes (revised 10/1/18)**

Present: **Holy Family:** Liza Kelly, **Our Lady of the Snow:** Fr. William Darling, Sue Salisbury-VanCamp, **Sacred Heart/St. Ann:** Fr. Michael Brown, Patrick Dooley, Kim Guinnip (alternate), **Ss. Mary and Martha, St. Mary's:** Fr. Frank Lioi, Fr. Justin Miller, **Ss. Mary and Martha:** Dan Szozda, Jim Malinowski, **St. Alphonsus:** Fr. Timothy Niven, Lisa Ann Homic, **St. Mary's:** Joseph Manning, **Staff representatives:** Shawn Gillen-Caryl, Aaron Wilson, **Diocesan staff:** Karen Rinefierd, Tom Kubus, **Recorder:** Bob Wilczek

Excused: **Holy Family:** Fr. John Gathenya, **Sacred Heart/St. Ann:** Frank DeOrio, **St. Alphonsus:** Nancy Camardo

Absent: **Our Lady of the Snow:** Edward O'Neil, **Holy Family:** Robert Ringwood

<b>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	11/8
Share changes to the Buildings and Properties spreadsheet with Tom Kubus and the Planning Team	Finance Council reps on Planning Team	11/8
Send most recent update of the Buildings and Properties spreadsheet to Planning Team	Tom Kubus	ASAP
Revise the Wayne County template for sharing parish information and send to the planning team.	Karen	ASAP
Ask Fr. J. Gathenya about pastoral care at Finger Lakes Center for Living	Karen	

**Welcome & Introductions**

**Opening prayer:** Prayer for Guidance

**Follow Up / Updates**

- June action item: Pastors to share Buildings and Properties Subcommittee spreadsheet with their finance councils and buildings and grounds committees. Groups should take a good look at their facilities and grounds and then the finance council representatives should report back to the planning team at the November meeting with any updates. Tom said to use the excel spreadsheet to fill in the details by November 8. He will send out the most recent version.
- Work is underway to create a new St. Joseph School/Tyburn Academy Committee to explore additional areas of collaboration between the two schools toward the goal of ensuring that Catholic education in the Auburn area flourishes into the future. The two principals are identifying their school's representatives. If any priests are interested in being a part of this or if anyone who served on the school subcommittee last year wants to join this committee, they should let Karen know.

**Work in the future cluster groups**

- The planning team divided into 2 groups: future cluster 1: Our Lady of the Snow/St. Mary's/Ss. Mary & Martha and future cluster 2: Holy Family/Sacred Heart/St. Ann/St. Alphonsus.

- The two groups looked at the template used by the Wayne County parishes to gather and share information about their parishes. Karen will revise the template for our use based on the outcome of the group's discussion and direction.

#### Future cluster 1: Our Lady of the Snow/St. Mary's/Ss. Mary & Martha

- What information about the communities do we want to gather now?
  - Want to gather all the information on each of the template pages except for New Initiatives (as we don't know what they are yet)
  - An important question arose, if the data being collected would be available to the public (parishioners). It was mentioned that the data would be evaluated for sensitive material then modified or limited.
- Brainstorming: steps to take now to prepare the communities for future clustering
  - Event sharing in each bulletin
  - Post all cluster Masses in each bulletin
  - Share Special Masses
  - Exchange of clergy within the cluster
  - A new common social event
  - New parish directory
  - Common social media platform—FaceBook, etc.
- Opportunities to collaborate on ministerial priorities
  - Discussed this item last and ran out of time
- Which ministerial collaboration could happen better across all of our parishes?
  - Social Ministry
  - Coordinate Fundraising
  - Increased Offertory Program- all churches need to do it together at same time (to discourage parishioners from changing to another church at the time the program is being implemented)
  - More collaboration among clergy (can happen at block meetings)
  - Evangelization
  - Priest, Deacon and Religious Life vocations
  - Listening Session (happened last spring)
  - Continue shared Faith Formation, Sacramental Preparation and Youth programs
  - Anointing of the Sick / Healing Mass
  - Food Pantry-- St. Alphonsus has a Food Pantry; some of the other Auburn churches collect for Cayuga Seneca Community Action Agency (CSCAA). The Knights of Columbus have a similar ministry in Port Byron/Weedsport/Cato.
  - RCIA—has been a shared ministry but not too active at the moment with not many candidates
  - Find a shorter domain name for the Auburn-N. Cayuga website—one that more closely identifies with our mission.

#### Future cluster 2: Holy Family/Sacred Heart/St. Ann/St. Alphonsus

- What information about the communities do we want to gather now?
  - Want to gather all the information on each of the template pages except for New Initiatives (change to what would we like to do)
  - Add dates of pastoral council meetings in case the parishes want to gather the councils together sometime this year

- Brainstorming: steps to take now to prepare the communities for future clustering
  - Socials to bring various groups together (e.g. counters, buildings and grounds, any committees in common, secretaries/administrative staff, all staff)
  - When the cluster is going into effect, have one bulletin; in the meantime, move to the same publisher as contracts expire.
- Opportunities to collaborate on ministerial priorities
  - Identifying and welcoming families
  - Hospitality
  - Visiting skilled nursing facilities—the 3 pastoral ministers will meet and take the lead in coordinating this
  - Bringing eucharist to the homebound
- Which ministerial collaboration could happen better across all of our parishes?
  - Grief counseling/support group for those who are mourning
  - RCIA
  - A children’s choir to sing at Masses at all of the parishes
  - 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”

**Report back to the large group/discussion**

- Tom presented a brief overview of the responses of the future cluster 1 and Karen did likewise for the future cluster 2.
- **Action step:** Each parish will fill out its information on the template revised by Karen. The consensus was that this could be done by November.

**Identifying the sacramental and pastoral care currently provided by local parishes and priests:**

Auburn Community Hospital

- 2 deacons on staff
- Every parish visits its own parishioners
- The clergy have a “on call” list of who is available on a particular day of the week (for the hospital and nursing homes that we are responsible for)
- Fr. Miller will provide Karen with that list.

The Commons on St. Anthony (independent living through skilled nursing)

- Parishes visit their own parishioners
- For emergency anointing, same on-call priest as for Auburn Community Hospital
- Fr. Louis Vasile presides at a weekly Mass

Other senior care facilities

- Westminster Manor (assisted living)--St. Mary’s provides Mass 1 time a month
- Finger Lakes Center for Living (skilled nursing)--We think that Fr. John Gathenya provides a Mass but Fr. John was not here to confirm this. Karen will ask him. [Update after the meeting from Fr. John: We normally celebrate Mass at the Finger Lakes Center on the fourth Wednesday of every other month and Deacon John provides a service for the month that we are absent]
- Restmour Proprietary Home—St. Alphonsus provides Eucharistic ministers (after the 10 am Sunday Mass) who conduct a Communion service for the residents

- Bluefield Manor (independent living)—St. Alphonsus provides Eucharistic ministers (after the 10 am Sunday Mass) who conduct a Communion service for the residents; a parishioner from Ss. Mary and Martha conducts a Communion service on the third Monday of the Month at 10:30 am.
- Evergreen Heights, Weedsport (assisted living)—Our Lady of the Snow provides a prayer service monthly, and Catholics are welcomed at the Mass at St. Joseph's.

Cayuga Community College- no Catholic presence

Auburn Correctional Facility

- 2 Catholic Chaplains (1 full time and Fr. Brown part-time)
- A prayer group meets Saturday mornings

Cayuga County Jail

- Must be authorized to visit; cannot just go there to minister
- Fr. Lioi will go on request from an inmate

Cayuga Correctional Facility in Moravia—Good Shepherd provides ministry

St. Joseph School--clergy take turns presiding at Mass 1 time a month (First Friday Mass)

Tyburn Academy--a weekly Mass, usually on Friday, by area clergy, with some help from priests in the Syracuse diocese who have a personal connection to Tyburn, or occasionally other Rochester priests.

**Next meeting: Thursday, November 8, 6:30-8:30 pm (note new time) at St. Joseph, Weedsport**

**Closing prayer: Our Father**