

Holy Innocents Church

Parish Council Minutes-December 8, 2016

Present: Bridget Dinardi, Richard Damiano, Mary Law, Alice Wagner, Grace Baer, Beth Curley, Mike Cusack, Gerry Finnelli, Father Frank Sutman, O.P., Father Hugh Burns, O.P., Maryanne Dowd, Olga Carlsen, Vincent Crowe, Tom Conaty, Wanda DeJesus, Kate Howe, Jackie Kovatch, Steve Busby, JT McNally, Mike Fisher, Lynn DiLorenzo, Kate Vullo

Absent: Mark Moran, Lori Stockel, Mark Mannix, George Mulry, Sr. Kathy O'Hanlon, O.P., Harry Roney, Tim Hickey

Meeting was called to order at 7:34 pm

Opening Prayer-Kate Howe

After it was agreed that the committee reports would be attached to the minutes in the future, minutes were approved unanimously.

Pastor's Report-Father Hugh Burns, O.P. - In the new year the most pressing item for the Parish will be the "Renew and Rebuild Campaign". Three parish council members are going to work with Father as a committee, perhaps with the help of other parishioners, to identify donors who might make leadership gifts to the campaign. The Archdiocese would like us to raise \$1,080,000. 74% of that money will be returned to Holy Innocents. Father Hugh commended Joe DeSanctis and Roxanne Surace for Lessons and Carols. It was a very beautiful and spiritual celebration of the Christmas season. The local not-for-profit A-Home which helps provide low income housing for Westchester residents has been collaborating with Father. JT McNally volunteered to be will be the Holy Innocents liaison for A- Home going forward. Looking ahead, we need to recruit parishioners, especially those with young families, to serve on the Parish Council. There was a very positive response to the November speaker, Father Al Berrera, O.P. Father would like him to return in the fall. There is a committee in place for the speaker series. There are speakers lined up for January (Dennis Corcoran-race and baseball) and February (Marcus Burke-art). Father Frank thought that Brother Hyacinth might be a good speaker in April. He could speak on food and faith or faith and the environment.

Happy Birthday Jesus-We heard from a member of the parish community, Lynn DiLorenzo, who works with Wanda DeJesus and Sr. Kathy on the Happy Birthday Jesus party. This party is a way to bring the light and love of Jesus to young children while teaching them the true meaning of Christmas. In the past the party has been a free event with many people providing donations for the crafts, food and ornaments to take home. This year the party has been merged with the St. Nicholas party. Lynn brought some concerns to the council. The participants in the St. Nicholas event are charged a fee. The age group for the two parties is very different. The pageant children have ranged from preschool to 1st grade while for the St. Nicholas party the ages tend to be older. The number of children is much larger making it necessary to make big changes to the Christmas pageant. Jackie Kovatch volunteered to share Lynn's concerns with the parish events committee and Sr. Kathy. It is unlikely anything will change this year but Lynn's concerns can be addressed for the future events.

Committee Reports: Committee/Liaison Updates for Parish Council Meeting

Religious Education

Just to let the Council know that our Program has worked very hard to meet the standards of Safe Environment through the Archdiocesan Catechetical Office. All of our 100 volunteers now have a personal file folder. Included in this folder are their applications, background checks, safe environment training, some even have their weekly lesson plans! We are all ready for when the Regional Director comes to visit the Program! Both the rear door and front door to the program are now locked during class times, doorknobs have been changed in order to have the opportunity to lock them from the inside, curtains have been put up in classroom E .(This is the classroom that the Regional Director was concerned about during her first visit). And...we have responsible and reliable hall monitors at the front and rear doors. I am very pleased with our progress in working our way to meet the safe environment standards. I know that the Regional Director will be pleased when she sees the progress that we made.

As for our classes...we have a wonderful group of volunteer catechists and assistants in the classrooms. This past Monday evening we acknowledged 7 of our high school volunteers that give of their time to work in our program. They received a certificate of recognition from the Board of Trustees of the Village of Pleasantville. As I am new to this parish and community. I was so impressed that this village has such a night of recognition and that the Mayor was in attendance. In all of my years in ministry and all the parishes and communities that I have worked in...never did I experience such an evening!

All of our volunteers are working very hard with the children as we celebrate this first week of Advent. As a Program we are collecting donations for St. Vincent's Psychiatric Hospital in West Harrison. Grades 1-5 are collecting sweatshirts and Grades 6-8 are collecting board games. We are focusing on the Adolescent patients as well as the adult patients on the different units of the hospital. Our 8th Graders are even using their artistic talents and are preparing decorations for each unit. I am working closely with the Director of Nursing of the Hospital as we try to bring some joy to the patients during this time.

That's all for now! (Maria Lamorgese)

Re-Creation

Parish Events

Eucharistic Ministers, Ministers of Hospitality, Lectors Nick is preparing the Christmas schedule.
(Bridget D)

Finance

The committee discussed different ideas on how to finance the new HVAC system, which is viewed as the biggest challenge for 2017. Also Barbara in her email dated 11/15/16 gave an update on the amount due to the parish for the Cathedral Rebate from the Arch. We had expected to receive \$11,968 but had not received it within the Fiscal year. Based on her follow-up with our Associate Director, Dennis – the Arch will not be issuing the rebates due to change in Rel Ed technology plans. (Mike Cusack)

Food Pantry-they have been receiving a good supply of food. All is well. (Bridget D)

FORMED (Family Religious Ed)

Making All Things New – No report this month (Maryanne D)

Maintenance

Maintenance Summary:

HI: Continued focus on needs associated with replacement of heating/cooling units on the roof. There are currently five sizeable units. One of the five (the smallest unit) has not operated in many years and will not be replaced (the old unit will be removed). One of the larger units stopped functioning earlier this year, prompting the review. The units have served their useful life and will need to be replaced. Discussions continue with the engineer involved, as we look to finalize details in the proposal and go to bid. We are hoping to stay on track for a spring installation for this extensive and important project.

We have further looked into the leaks on the roof. The majority of the leaks are associated with the older heating and air conditioning units. Such leaks will be taken care of at the time the new equipment is installed. The current leaks have not caused structural damage to the building.

OLP: Several maintenance issues need to be addressed, including peeling interior paint in the far back corner, levelling of the floor in the far back corner (where two sheets of plywood meet under the carpet), and minor masonry repairs at the point where the wall meets the floor near the back entrance of the church. Such repairs appear to be minor and should be conducted by Jim Keane. (Tim Hickey)

Maintenance, specifically A/C

Since our last update the HVAC Infrastructure Upgrade team has met twice. Our next meeting is Tuesday, December 6, 2016 at 7:30PM.

I was in contact with Laurence Barile of Damiano Barile Engineering this morning and he has informed me that they are tracking towards next week for having plans and specifications for our review and comment.

The team is in the process of reviewing our Instructions to Bidders for the PRIME subcontractors we will be soliciting bids from. We are also developing a list of bidders.

At our last meeting we discussed the potential of removing and replacing the flat roof around the pitched roof as there are several areas where it is not channeling water towards the roof drains or it is leaking somewhere else. Given how much of this roof will be impacted by the replacement of the curbs it may be wise to increase the roofing scope as part of this project.

I am a little behind on understanding the fire alarm system work by Marshall and how it needs to be coordinated with the HVAC project but will play catch up.

Some good developments.

We have added a new member from the parish that brings a strong professional background to the team. His name is Hank Holdner and he is an account executive with a major CM/GC with offices in Stamford, CT.

It looks like we are eliminating the smaller RTU which served the confessional and alter server rooms as it receives only intermittent use however it will have some impact on the existing ceilings in those rooms.

That's basically it. Thanks. (Harry Roney)

Spiritual Life - Bereavement

Spiritual Life - Lectio Divina

Social Concerns - Maryknoll

Social Concerns – Refugee Assistance

Youth Ministry – CYO

Youth Ministry – Basketball

Youth Ministry – American Heritage Girls

AHG celebrated the end of The Year of Mercy by organizing The Giving Tree. It was a great teaching moment and looks to be a big success.

The troop dedicated their monthly meeting to lessons on what it means to be merciful as we begin the Advent Season. Lessons focused on filling their hearts with love, laughter, family, joy, compassion and other key words and phrases which were incorporated into their individual paintings and then combined into one large art piece to illustrate that they are part of a community. All the while they were listening to parables read aloud by guest siblings and the troop's adult leaders. Additional decorations were crafted by the girls that hang behind the tree which celebrate the 800th anniversary of the Dominican Order (Jesus candle with the Order's cross), the Advent Season (the traditional wreath) and Christmas. The Christmas tree banner has a base to resemble the manger and the boughs were made from the handprints of all the girls who participated. The gift request ornaments were in the shape of hearts to be filled with the love from the parish, there were 150 tags for about 50 families in the Highbridge community and an additional 30 gift card requests were hung specifically for the 3 refugee families sponsored by the parish families. All the tags were signed out within the first weekend! Gift return is requested by Friday, December 16th or earlier if possible. This leaves time for the leaders to shop over the weekend to fill any missed items or misplaced ornaments. The December AHG meeting (Friday evening, the 16th) will be dedicated to organizing and staging the delivery set for Monday the 19th. (Steve Busby)

Additional discussion on Committee reports:

Refugee Assistance Outreach-Mike Fisher-The committee has agree to divide refugee outreach into a three part plan. In the short term, existing families will be given active, consistent support and assigned a sponsor to communicate with regarding their needs. We have also added two new families and helped with their needs through a very successful collection of goods in November/December. For the medium term plan (60-90 days) the committee will explore the possibility of a Pleasantville reception so that the parish community could meet the families. A parishioner has offered the use of his home for this

reception. Also the committee will work with the local Archdiocese staff to track the expansion of the refugee outreach into Westchester County. The long term plan would involve a second Spring Refugee Assistance drive. Perhaps this could expand to involve neighboring parishes and/or community involvement.

Maintenance-Report from Harry Roney-The Damiano Barile engineering firm has submitted plans for the HVAC upgrade. Everything is on track. After a few clarifications and with Father Hugh's approval, the bid and award phase will begin.

E mail blast-Steve Busby-Steve will give stats on the e mail blast quarterly. 856 emails were sent out and 456 were opened. This is above the average for nonprofit institutions.

FORMED-Olga Carlsen-Eighty five people have signed up.

Youth Group-Tom Conaty-The youth group has had a Cottage School visit, partnered with Beth El synagogue in Chappaqua and helped with the Advent tea. On December 11th there will be another Cottage School visit. On December 18th the group will participate in a Breakfast Run. They will bring presents and one parishioner has donated socks. The basketball clinic started December 4th. The VIP program has students help children with Autism. The teams have started their service projects. Three teams prepared thirty baskets of food for parishioners of St. Theresa. Father Hugh trained new altar servers. The Mission trip will be to Virginia.

Social Concerns-Alice Wagner-Eighty homeless people were served food and given clothing during a Midnight Run on November 5th. The Maryknoll Residential Care Center was visited on November 12th with treats for all. The Sisters were visited again on December 3rd. Alice baked a huge fruitcake, which was thoroughly enjoyed, and brought wine with her. Music and song added to the festivities which were attended by forty sisters.

Grace Baer talked about the floor at OLP. She feels that the floor needs to be stripped and waxed. A parishioner would like to replace the carpet. Grace questioned why it is taking so long for the floor to be repaired and the walls painted. It was determined that Grace should inform Eileen Bruehl in the parish office of projects that needed to be done, and Eileen would then assign the projects to Jim Keane.

Mary Law said that Pleasantville Cares will no longer meet. There were not enough people interested. Pleasantville Strong is not connected to this group.

Website-JT McNally-JT has been updating the pictures. He videotaped one of Father Hugh's homilies for broadcast on the website.

Father Frank will have a special blue Mass on Christmas evening for people who have a difficult time at the holidays because of loss of a loved one or any other reason.

Closing Prayer-Mike Fisher

Meeting was adjourned at 8:55 pm

Next meeting will be on Thursday, January 12, 2017.

Minutes submitted by Bridget Dinardi