

# **Church of the Good Shepherd**

## **Parish Pastoral Council (PPC) Minutes–December 12, 2023**

**MEMBERS PRESENT:** Fr. Glenn Whitman; Mark Colella; DJ Puskar; Mike Bartolo; Brian Biggins; Jim Bird; Deb Sokolak; Leah Ann Williams.

**MEMBERS ABSENT:** Pat Chovan; Pat Miller.

**EX OFFICIO MEMBERS:** Lauren DeFelice (Religious Ed).

**OPENING PRAYER:** said by all members.

**PREVIOUS MEETING MINUTES:** the October 9<sup>th</sup>, 2023, meeting minutes were approved.

### **Liturgy:**

- As a result of recent sign-ups by parishioners at the weekend Masses, **five** Eucharistic Ministers; **three** lectors and **four** altar servers have volunteered their talents for our liturgical services. They have already started, or will do so in the new year.

**FINANCE:** comments submitted by Fr. Glenn:

- The Finance Council will issue their annual financial report to the Parish as part of the weekly bulletin, sometime around Christmas.

**RELIGIOUS EDUCATION:** report submitted by Lauren DeFelice.

- Three Rite of Christian Initiation of Adults (RCIA) candidates will complete their education prior to the Easter Season. They will receive Sacraments during Holy Saturday evening services.
- About 20-22 Thanksgiving dinners were prepared and distributed to our Parish shut-ins by our CCD students as part of their community service project.

**BUILDING AND GROUNDS:** includes Brian Biggins and Pat Miller.

- During the weekend Masses of November 11-12, a complete evacuation of all Mass attendees was initiated at the end of each of the Masses and was observed in person by our Chief of Police at one of the Masses. Pat Miller coordinated the effort and respectable times between one and two minutes was achieved at each of the Services. Some questions still remain in defining the roles of the ushers/greeters and the music ministry in expediting a swift evacuation from the building. Mark Colella will set up a meeting with Fr. Glenn, Pat Miller, the Police Chief, Music Ministry and the volunteer ushers/greeters to further define the specific roles in the event of an emergency, in order to expedite a successful building evacuation.
- It was reported that as many as three pole lights in the Church parking lot are burnt out. Fr. Glenn will follow up with Maintenance to ensure the pole lights are properly illuminated.
- It was noted that shutoff valves for water in the dishwashing room are very difficult to access. In addition, we might want to consider installing a food disposal system in the room to reduce the risk of clogged plumbing lines. Both projects can be completed at the same time.

**SOCIAL:** includes Jim Bird, Pat Chovan, Deb Sokolak and Leah Ann Williams.

- Parish Directory: 209 families are included in the current directory. About 170 books have been sold to date. Plans are to continue to sell directories before and after Masses over the Christmas season. Books will also be available for purchase at the Rectory office during regular business hours. In the future, Fr. Glenn plans to give directories to new members to welcome them to the Parish.
- The Fall Wine and Cheese event was cancelled and the PPC plans to host the event in the Spring, 2024.

**CORRESPONDENCE:** none to report.

### **OLD BUSINESS:**

- Proposed Shelter/Picnic Pavilion on the Parish grounds: The West Middlesex School District plans to survey their property, as discussed in their latest public meeting. We will wait for the survey to be completed for further discussion.
- Spaghetti Dinner: Leah Ann Williams has agreed to head the committee for the dinner to be held on Sunday, February 25<sup>th</sup>. Leah Ann will meet with John Morocco and Ed Grober to get details and hints from previous dinners and also meet with the Parish Secretary to save the date for the Parish Hall. An additional planning meeting will be scheduled between now and the next PPC meeting to coordinate the help required for a successful dinner.

### **NEW BUSINESS:**

- Community Food Warehouse (CFW): discussed using Church of the Good Shepherd as a designated CFW site with Gary Salatino, who will lead our operation, and Eric from St. Bartholomew Parish, who heads their efforts and offered his ideas on making it a successful program. The designated room in the Parish Hall has been cleaned of stored items; carpeting and flooring has been cleaned, with tiles replaced where necessary. Metal shelving, donated by Penn State University, was installed by Gary and John Morocco. Other parishioners have volunteered to clean walls and provide assistance when needed as the food items will need to be identified, inventoried and stored for distribution to local families. It was evident from the presentation by Bailey Shephard of CFW, at the October meeting, that there is a definite need in our community, as there are a number of families in need of this basic service. After presentations and discussion, PPC has approved setting up our Parish as a designated distribution site, with drive-up distributions scheduled to begin monthly starting in early 2024. We will start “simple and small”, so that we can learn what works best for us.
- Discussed other fundraising opportunities:
  - Cabbage rolls (aka gołąbki, halupki, or holubky): Leah Ann Williams has agreed to head this fundraiser and has met with Michelle Whalen - the kitchen; electric roasters and refrigeration will all be available for use in making the cabbage rolls, storing them and using the Social Hall as a point of sale. A table in the Gathering Space for taking pre-orders of the cabbage rolls will be setup before and after the weekend Masses of December 30-31; the price will be \$10.00 for three rolls. Leah Ann has volunteers already, but will advertise the event in the bulletin and will request additional volunteer help for making and packaging the orders. Take-outs of the orders will be on Sunday, January 21<sup>st</sup>.
  - Soup: held for discussion at the next meeting.
  - Cookbooks: held for discussion at the next meeting.

### **ITEMS TOO LATE FOR AGENDA:**

- N/A.

### **IMPORTANT UPCOMING DATES:**

- Dec. 2023: announcement of opening of the Food Pantry - Community Food Warehouse.
- 12.30.2023 and 12.31.2023: pre-orders of cabbage rolls at all weekend Masses.
- 1.20.2024 & 1.21.2024: take-out orders of cabbage rolls, in the Social Hall, after weekend Masses.
- 2.12.2024: February PPC meeting.
- 2.25.2024: Annual Spaghetti Dinner.