

**Cathedral of the Assumption
Parish Council Meeting
March 15, 2018**

Those present: Mary Jane Choi, George Kaissieh, Don Kavanaugh, Jack Lydon, Brenda McWaters, Leslie Smart, Angela Wiggins, Fr. Michael T. Wimsatt.

I. Opening Prayer

Council Chair Leslie Smart called the meeting to order, and Brenda McWaters led the group in the opening prayer.

II. Approval of Minutes

The minutes of the February 15, 2018 parish council meeting were approved as submitted.

IV. Pastor's Report

(a) Organizational Structure

Fr. Michael distributed the new organizational chart outlining the restructuring of the staff. Molly Chesney's position was eliminated and Molly's last day was March 9, 2018. All positions in a supervisory position now have the title of Director. Angela has been promoted to Director of Parish Life and will assume some of the roles previously performed by George Kaissieh. George's title is now Pastoral Associate and Director of Faith Formation. Elaine Boone has been brought onboard as the Volunteer Lunch Program Coordinator reporting to Steve Lee. A copy of the organizational chart is attached to these minutes for those council members who were not able to attend the meeting.

(b) Constitution and Bylaws

Fr. Michael passed out a copy of the Constitution and Bylaws of the "Cathedral of the Assumption Parish Pastoral Council". Changes to the Constitution included the reduction of the council to twelve (12) members plus the pastor, as well as the Vice-Chairperson acting as secretary (section IV). Under section V, the term of the Vice-Chairperson was changed from one (1) year to three (3) years to match that of the Chairperson. Corrections to the new Constitution were made during the meeting under section "XI. Budget" changing the title of the Business Manager to Director of Finance under subsections A and B.

IV. Committee Reports

- (a) Formation – Mary Jane Choi submitted a detailed report of past and upcoming events surrounding RCIA, Adult Formation opportunities, Children's Formation, Youth Group, and Catechists.
- (b) Parish Life – Angela Wiggins reported on the upcoming Salaam event as well as the Chrism Mass reception on March 27, the Easter Vigil reception on March 31, the First Eucharist reception on April 29 as well as the continuation of the Coffee and Doughnuts after 9:30 Mass on April 8. Tentative planning for this year's Feastday Fest has also begun. Parish Health, in conjunction with Social Concerns is planning an Opioid Presentation and Interfaith Blood drive.

- (c) Social Concerns – Angela Wiggins, in the absence of Barby Knebelkamp, reiterated the Opioid Presentation and Interfaith Blood drive. She also reported that Ray Eastridge, a retired parishioner who has expertise in applying for Social Security Disability benefits, is looking for a good way to offer his services to those who have this need. More information could be found in the detailed report submitted by Barby.
- (d) Stewardship – George Kaissieh, in the absence of Margaret Brosko, reiterated the continuing goal to close the loop on people willing to serve in ministry and those who will ensure they are actively engaged in ministry. He also spoke of a new initiative which would bring together all interested parties from the various ministries at the Cathedral to discuss common goals that would better serve the strengths of the Cathedral Parish as a whole. On June 2, 2018, all committee chairs and interested parties will be brought together of realize this new initiative.
- (e) Worship – Paul Najjar submitted a detailed report of the last Worship Committee meeting. In Paul’s absence, Fr. Michael spoke of the Dupre Stations of the Cross to be held on Friday March 23 at 7:30 at the Cathedral. He also briefly mentioned Holy Week, which begins with Palm Sunday on March 25, followed by Chrism Mass on March 27, Holy Thursday on March 29, Good Friday on March 30, and the Easter Vigil on Saturday, March 31, at 8:30 PM, followed by the 9:30 and noon Easter Sunday Masses on April 1. There will be no 5:30 Sunday Mass on Easter Sunday. Fr. Michael also commented on the article in *The Record* written by Leslie Smart.

Special Project Reports

Feed My Neighbor –Don Kavanaugh reported that one of the twelve dancers to this year’s event has pulled out and that the committee is looking for a dancer, preferably male, to participate. Leslie Smart commented that the committee hosted the dancers and the participating dance companies two weeks ago and that is was a rousing success. Everyone is looking forward to this year’s event.

V. New Business

- a) Street Tips pamphlets need to be placed in the vesting room for ministers of Hospitality to direct those in need of services that the Cathedral does not offer.
- b) April meeting will discuss the Capital Campaign and the role of the Campaign Steering Committee and the members of the council.

VII. Adjournment

The meeting adjourned. Our next meeting will be Thursday, April 19, 2018, at 6 pm, in the Formation Room on the second floor of the parish office building.

Respectfully submitted,
Donald P Kavanaugh, Vice-Chairperson and Acting Secretary